



SUMMER BOARD MEETING


August 8, 2017

6:00pm – 8:00pm

Lorenzo's Mexican Restaurant, Mount Vernon

MINUTES



- I. **Call to Order** Paula Boerner
Meeting called to order at 6:28pm
 - II. **Roll Call (attendance in bold)** Cindy Cannella
Paula Boerner, Cindy Cannella, Margie Stratton, Kristine Horndt, Niki Nelson, Will Frankhouser, Amy Erickson, Barb Crowell, Cathy King & Mary Cox, Shelly Scanlan, Barbara Collins, Amelia Fortuno
 - III. **Welcome from STTACC President** Paula Boerner
 - IV. **Minutes of Past Meeting** Cindy Cannella
Approved as read *Approved with Changes* *Not approved*
 - V. **Treasurer's Report** Margie Stratton
 - a. **Budget report & Overview of report for Business Meeting**
Treasurer's report distributed. Beginning balance as of 10/1/2016, \$7145.60. Revenue \$6085.60, expenses, \$4298.38, balance as of 4/26/17, \$8932.82. New category created for recognition (t-shirts and mugs). One scholarship winner is unable to attend due to travel not being approved. Registration fee will be reconciled at the end of the conference.
- 
- Treasurer Report
8717.pdf
- Barb Crowell made the motion to approve treasurer's report, Amelia 2nd, motion passed.
- VI. **President-Elect's Report** Paula Boerner
 - a. **Update on elections**
With Eric Corp accepting a new position outside of the Community and Technical College system on August 1, 2017, Paula will step in as President-Elect and continue as President for the 2017-2018 year. Application for Treasurer, Secretary and President-Elect have been received. Ballots were made but only with these 3 positions. Webmaster has been received as well but that position is appointed by the board. Communication Coordinator is still needed. Ballots will not be necessary if only one person runs per position. We will need a motion for acclimation to approve in the event only one person running for a position.
 - VII. **Past President's Report** Kristine Horndt
No report
 - VIII. **Communication Coordinator's Report** Niki Nelson
Conference issue will be Niki's last. Send any photos you take at the conference to Niki by Aug 24th. Please include names and college where they work. Plan to publish in early September.
 - IX. **Webmaster's Report** Will Frankhouser
 - a. Website

Will distributed the proposed layout for the new website which includes 5 tabs across the top: Professional Development, Conference, Regions/Colleges, Leadership and About. Professional Development is first as that has been the desire of the organization to be the main focus. It was suggested that Professional Development have a branch for Personal Development as well.

X. **Conference Planning Committee Update** **Amy Erickson**

The company imprinting the bags made an error and left off one C in STTACC. Since there was no time to re-run the job, plain bags were sent and conference attendees will receive both. A 50% discount as given to the cost of the bags for the error. Except for the issue with the bags, all is going well. Amy will be at the conference at 7am and informed those in attendance to park in Lot C-3. Security at Skagit Valley are aware of the conference so parking shouldn't be an issue if attendees park elsewhere, keeping in mind, handicap parking restrictions.

XI. **Regional Reports:**

a. **Region A** **Barb Crowell**

No report

b. **Region B** **Cathy King & Mary Cox**

Cathy had no report but mentioned Bellevue is planning a mentor workshop. Shelly stated Everett holds a mentor workshop in April open to all, cost \$50. Link to mentorship conference <https://www.everettcc.edu/administration/admin-services/professional-development/disruptive-innovation-mentoring/conference>

c. **Region C** **Shelly Scanlan**



Summer 2017
STTACC Report for Re

d. **Region D** **Barbara Collins**



2017 Summer Region
D Report.docx

e. **Region E** **Amelia Fortuno**



Region E Report
Summer 2017.pdf

XII. **New Business:**

a. **2017-18 Bylaw correction**

When the Past-President position was approved and added to the bylaws, the job description was not added to the bylaws, only the handbook. This is notification of that correction.

The responsibilities of the Past-President include:

1. Transition from the "President" position.
2. Have full voting rights
3. Stand in and direct the board meeting in the event both the President AND President Elect cannot attend.
4. Serve as transition advisor to President and STTACC board regarding historical elements of STTACC.
5. Guide new President with responsibilities and be available for questions.
6. Maintain and store historical documents (agendas, minutes, etc.).
7. Attend all board meetings.

8. Serve as President for the upcoming year should the President-elect vacate the position prior to assuming the duties of President
 - b. **2018 conference**
Will be hosted by Wenatchee

XIII. **Current Business:**

- a. **STACC Communication**
Ongoing issues. Will focus on it this year.

XIV. **Other**

- a. T-shirts were distributed. Board members are to wear them on day 1 of the conference
- b. Members were asked to continue working on the STACC SOP (in Dropbox) which will ultimately be integrated with the Handbook and finalized at the first board meeting in October.

XV. **Next Meeting:** **Conference Business Meeting at SVC Wed, 8/09**

XVI. **Meeting adjournment**

Niki made the motion to adjourn, Will 2nd, motion passed, meeting adjourned at 7:50pm