

MSCA Board Meeting -8/4/2012

Bowie Public Library

In attendance: Michelle James, Nicole Openshaw, Jennifer Jones, Karyn Weeks, Giovanni Felton

- I. Call to Order -10:20 am
- II. Roll Call Agenda and Ice Breaker
Penny for your Thoughts.....
- III. President's Report
Michelle James
A. Goals and Expectations:
 - Follow By-Laws : Board members are members of MSCA and ASCA, can attend board meetings, President member of above and MACD and ACA, attend meetings so a quorum can take place.
 - Full commitment to highest level
 - Adhere to deadlines
 - Communicate with fellow members
 - Be a Woman/man of your word
 - Move MSCA forward and assist in "Staying power"
 - Meeting attendance requests – Washington Co. 9/14, MSDE 11/?, (Michelle will get MSDE date, anyone can attend we want to represent), Western Conf. 11/20
 - Use MSCA resources (email, Dropbox) –B. Michelle went over the County Supervisor Minutes (see PowerPoint for notes)
 - The visits are a huge success and are bringing regions of the state together.
 - Some requests from supervisors: Supervisor strand at conference, More PR from MSCA, Quality professional development, networking opportunities, state wide data sharing, Day on the Hill and other advocate pieces.
 - Supervisor Concerns: MSCA to closely aligned with Collegeboard...MSCA not organized (Grad seminar cancelled, website not up to date), Rarely hear about/from MSCA, MSCA separates from Western region and Eastern Shore, Counselors cut: Prince Georges:22, Carroll: 1, Baltimore City:???(Number not known but there are cuts)
 - Magazine Submission: Fall Edition Submitted
 - Next edition: Topic unconfirmed
Due Dates: National Submission to K. Rackstraw by November 1st
State Submission to M. James by November 16th

Iv. Treasurer's report- Karyn Weeks

- Treasurer report is posted in the Dropbox(Under Finance) and shared at the meeting.

A. Ledger & Budget: Budget needs are about \$22,000 but what is reflected in the bank account is about \$15,000.

In budget there was an allowance for 15,000 for conference, this year the actual costs may come at 10,000 which will get us closer to breaking even

Another unknown is how much will be fundraised for the Book sales of the ASCA National Model Books

- Michelle Moves to accept the budget, Jennifer 2nd...5/5 votes to approve the Budget
- B. Paypal – working with Paypal to be listed as a nonprofit, started process to verify bank account
- C. ASCA National Model Book sales (see DropBox- Under Finance- Invoice & Template for books ordered)
 - Invoices created for UMES, Frederick County, Washington County, Carroll County
 - We need to send out a flier to individual MSCA members (eblast?)
 - We have to pay taxes on income received from book sales and we have to collect taxes for book sales-unless provided a Tax ID number
 - When we do we send order to ASCA-after receiving Purchase order from district?

D. Expectations and Forms

Forms are available on DrobBox-MSCA->Finance

V . Break

VI. Committee Reports

- Grade Level VP's

-Jennifer Jones- Middle VP reported out

-Michelle shared Gretchen is getting support from College Level

- Membership committee

-Michelle reported for Membership- shared registration and statistics report as of August there are a total of 220 paid members

-Membership drive idea- The County who has the most increase in membership – Members go into drawing and 1 person can win registration for the National ASCA conference

Idea at meeting- Make it anyone who joins or renew gets put into drawing, Supervisor of the winning person also gets registration to give incentive for Supervisors to push for the county. – Will vote in September at the board meeting to make an official decision on drive.

- Communications Committee:
Jennifer Jones –Website: Bios are listed for board members, if you want more detail in Bio please send to Jennifer, the Newsletter is also linked on the website.
The Spring Conference information, Awards sections have been updated – need to connect with Dan to remove the Fall Conference Button
-Need: We need a website person that can make changes to website to make it what we need to be

VII. Conferences

- Graduate Seminar – Theme “Preparing to make your mark”
-Date- October 27, 2012 Location: Frostburg State University
*Responsibilities: Facilities-- K. Weeks- Program—G. Foust, Registration—M. James & D. Peabody
*Meal- Choose the Signature Sunrise option -\$4.25 a person for breakfast, Simple Sandwich option for Lunch – \$8.99 per person
*Cost- We are going to charge \$20.00 for Member Price (Table discussion on making fees different for members/non members, grad student member price?)
- State Conference – Date: April 19, 2013 Location Martin’s Crosswinds, Greenbelt, MD
*Responsibilities: Facilities—M. James, Program—J. Felton, Registration—M. James & Dan Peabody, SCOY & AOY: M. James.
*Meal: We want a seated dinner, We choose “Its not Just Chicken” – Rotisserie Chicken with Mashed potatoes.
*Cost: Early Rate: \$90 –Early Rate, \$115 for the Regular Date – For Members
\$80- Student Early Rate, & \$100- Regular Student Rate
Remove retirement rate
\$150- Non member early Rate & \$175 Regular Non Member Rate
\$50 – Presenter & Board meeting rate (For Board Members due by 1/5/2013 to get the \$50 rate; Presenters must pay by the End of November once proposals are approved....or they can not present so we can get Program done)

VII. For the Good of Group

Looking forward to grow with the group, we are small and mighty

X. Next Meeting- September 15, 2012 @ 10 am

a. Written Committee reports are due in MSCA dropbox by September 7, 2012

b. Minutes of the meeting will be placed in the MSCA dropbox with one week of the meeting.

VI. Adjournment 1:00pm