

ACCESS Board Minutes
Board Conference Call
December 2, 2010

Present: Mary Garguile, Carrie Nepstad, Elisa Huss-Hage, Nancy Beaver, Crystal Swank, Nancy Gabriel, Marcia Rystak, and Trude Puckett

Absent: Debra Murphy, Kim Horejs, Cheryl Bulat, Judy Sherwood, Susan Wyatt, Polly Parker, Joan Klinkner, Joyce Nelson, Kathy Allen, and Pam Briggs

The meeting was called to order by Mary Garguile, president.

Topic: Minutes

Discussion: Elisa made the motion to approve the minutes of the September conference call. It was seconded by Nancy B. and approved by the board.

Nancy B. made the motion to approve the minutes of the November 2 meeting in Anaheim as amended. Nancy G. seconded the motion and the minutes were approved by the board.

Topic: State Affiliate Representatives

Discussion: Wisconsin – Carrie met with this affiliate in November. They would like to see continued sessions regarding assessment and student learning.

Michigan – Marcia reported the new president for their affiliate is Lisa Morley. Marcia expressed her farewell to the board and how much she had learned from this experience with these women.

It was suggested that board members try to visit the affiliate that is nearest their state if at all possible. Nancy G. expressed her gratitude for the affiliate link on the website.

Topic: President's report

Discussion: Mary will send thank you notes to Kresh Singh, the Routledge representative who publishes the NAECTE journal; Aisha Ray, our keynote speaker from the Erickson Institute, and Kara Kindstrom, Cengage representative.

Mary reported on the Executive board meeting with NAECTE's board (Nancy Freeman, Stacy Goffin and Stephanie Feeney). It was suggested that there be representation of NAECTE and ACCESS on the Governing Board of NAEYC. The discussion included: creation of a statement about the partnership of the two organizations, the development of an Alliance website, writing a grant for organizing the Alliance, writing our shared principles as points in a position statement, signature pedagogy, multiple paths to commonality, NAECS might be considered as an ally.

Mary has prepared a CD with the Logo for board members whose job description indicates a need for its use.

Topic: Treasurer's report

Discussion: This is Elisa's last meeting. Christina Lincoln has been elected as the new treasurer beginning January 1, 2011. Elisa and Chris have been working on the transition. The bank we have currently been using is also located in PA which makes the transition much easier.

Elisa reported 29 new members for 2011. Fourteen are from Iowa. Money will be sent to NAECTE for six(6) members who have paid dues to include their journal.

Muskegan Community College has been sent the money they were awarded from a mini-grant.

The Garrett group has sent an invoice for their services. It was agreed that we would still pay quarterly for their services. Crystal will notify Chris when we are to pay them a smaller amount for their hosting our website.

Topic: President Elect's report

Discussion: Carrie sent a Process and Procedures Chart (see email for December 2, 2010) Each board member is to examine their own role and compare it with the job description in the Board Manual. Each of us is to examine our portion of the chart and respond to her by the end of December so she can prepare a final document that we can work from for this next year. Think about the ways our jobs cross over and how some jobs work in tandem with others. This will become a living document and keep us on task. She also sent the results of the recent survey.

She would also like to see us find a better way to market our voting procedures better.

Topic: Vice President of Professional Development

Discussion: Debra was absent so Carrie reported on their work to prepare for PDI. They are making a more general proposal to membership for sessions. They are working with Ben Maddell, author of *From Basketball to Beatles*, to become our keynote speaker.

Topic: Vice President of Collaboration's report

Discussion: Nancy will send a template for a partnership agreement to the board prior to our next meeting.

If you haven't responded to the policy document that Sarah LeMoine sent, please do so by the December 3rd deadline.

Nancy mentioned NAEYC's articulation community. She will investigate ways to make it a more active community.

The theme for PDI is "Assessment and Making Learning Visible".

Topic: Vice President of Communication

Discussion: The next newsletter will be published in January. All submissions need to be sent to Crystal by the end of December.

Crystal asked for input about the creation of "Contact Us" button on the website for members to send their questions. Someone needs to monitor it regularly. She will ask the Garrett group if they can host a general email address.

The Password for 2011 is *Assessment*. The date for this to go into effect is February 15, 2011. Members will be notified of a new password in the newsletter but it will not be disclosed in this method. It will be send to members as they receive their new membership letters.

Topic: Membership

Discussion: Since Kim was absent, Mary will follow-up with her about sending the new password to the 2011 membership.

Topic: Mini-grants

Discussion: Susan was absent. She is working with a group now to name a college that will receive the funds for the mini-grant. She will be asked to write an article for the newsletter.

Topic: Old Business

Discussion: Carrie made the motion and Nancy G. seconded to spend up to \$500.00 for a retractable banner and an embroidered table cloth with our name. The motion was approved. Mary will follow-up on this.

Carrie and the board expressed our gratitude for leading the board to accomplish the many tasks during this past year. She has accomplished much with grace and poise. She has been an inspiring model for us all.

Next Meeting:

The next Executive board meeting will be on January 6, 2011. The full board will meet on the first Thursday in February. Everyone wished Happy Holidays to each other as we adjourned.

Respectfully submitted
Trude Puckett