

WVASPA Board of Directors Meeting Minutes

September 30, 2013—Charleston Marriott Town Center

In attendance:

Candice Stadler, Vanessa Keadle, Andrew Lewis, Susan Gardner, Allen Withers, Meagan Earls

Absent:

Belinda Evans, Virginia Moore, Lee Tabor

Executive Session

Constitution updates were discussed.

Candice Stadler called the meeting to order at 10:00 a.m. Minutes from July 31 meeting were reviewed. Susan Gardner made motion to accept. Allen Withers seconded with recommendation to include members in attendance to the meeting minutes. Motion was approved.

Financial Report

Andrew Lewis gave financial report. Overall account balance is \$5,791.93. He created a budget for the Fall Drive-in Conference and NASPA Bus. It is estimated that the expenses will be \$3,424 for the Fall Drive-in. With registration fees and sponsorship from the WVHEPC, WVASPA will make a small profit (between \$500-700). The NASPA Bus expenses will break-even, if we only have around 25 registrations. If we fill the bus (55 registrations), WVASPA will make a \$2,900 profit. The committee discussed using this to fund undergraduate/graduate professional development scholarships. Susan Gardner will work on a scholarship application.

Other expenses: lapel pins have been purchased (\$257). Lee Tabor is working on ordering a WVASPA table cloth.

Website/Marketing Update

No update.

NASPA Bus Update

WVHEPC has awarded WVASPA a \$1500 mini-grant for sponsorship of a charter bus to the NASPA annual conference. The bus will have four pick-up locations: Beckley, Charleston, Flatwoods, and Morgantown. The bus will accommodate 55 passengers. Cost will be \$95 (prior to 1/10) and \$125 (after 1/10) per round trip ticket. Cost of tickets were based on NASPA early-bird and regular registration times. The committee voted to issue no refunds for this event.

Fall Drive-in Conference

Registration update: 30 registrations as of today. Goal is 50. Committee members are asked to arrive the night before the conference (10/31), if possible. A folder will be handed out at registration with the following items: Agenda, Newsletter from Around the State, NASPA Bus Flyer, Save the Date for the Annual Conference, and Sponsorship information for the annual conference.

Annual Conference

Vanessa will put together an agenda for the annual conference meeting on November 1 after the Fall Drive-in Conference. The theme for this year's conference is "Connects 2014: Building a Network of Student Affairs Professionals."

Brainstorming session:

- Offer activities Wednesday night after reception at UC:
 - Uncork & Create
 - Coffee & Conversation at Taylor Books
 - Charleston Pub Crawl
- Possibility to have welcome from JoAnn Tomblin
- Panel of presidents to include: Ed Welch, Brian Hemphill... others?
- Candice will contact Eric Stoller for a possible keynote.

Other Business

Discussion on setting meeting dates for entire calendar year at time of new elections. Possibly scheduling a "Board of Directors Retreat" in summer.

Meeting was adjourned at 1:00 p.m. Next meeting will be on Friday, November 1 in Flatwoods, WV.

Respectfully submitted,

Candice Stadler, WVASPA President