



Alabama Mathematics Association of Two-Year Colleges

Executive Board Meeting

Friday, February 14, 2014

Phone Conference

9:00 a.m.

- I.** Paige Feibelman called the meeting to order at 9:00. Board Members in attendance: Paige Feibelman, Michael Green, Shawanda Thomas, Carol Gudauskas, Calvin Briggs, and Darrell Hagler.
- II.** Minutes to the meeting on January 24, 2014 were discussed. Darrell motioned for approval and Calvin seconded the motion.
- III.** Michael Green presented the financial report. The current balance is \$5934.57. The only change is from the \$250 from McGraw Hill for the conference. Yet to be deposited is a \$300 check from Hawkes to help with the conference lunch and several checks received for conference registration. Michael will have checks at the conference for Dr. Charles Fowler (\$100), Dr. Maria Andersen (\$500), and Jason's Deli (Shawanda will call and get the exact amount). The board approved \$200 toward the purchase of a Nook as the grand door prize
- IV. A.** 2014 AlaMATYC Conference

Task List – The Lawson State instructors will be assisting Shawanda and Calvin in the preparations, as well as four interns. Michael will print name tags to put in lanyards. Lawson State will provide the printed brochures and will have several AlaMATYC newsletters printed.

Presenters - There looks to be enough presenters including at least two non-vendors at each session. Shawanda has completed the brochure with the information on the presentations. It looks good. Calvin will make the certificates for the presenters.

Program/Speaker/ Teaching Excellence Award - We will be presenting the Teaching Excellence Award to Dr. Charles Fowler and the \$100 during the opening session. It will be done by Paige around 9:10, right before she introduces the keynote speaker. Dr. Andersen will be presented with her check at the end of her speech. Shawanda will send Darrell the schedule for the conference and he will update the webpage.

Panel Members – Dr. Bice will hopefully be able to join Dr. Nash and Dr. Heinrich. Dr. Andersen will not be able to be on panel as her flight is too early. Calvin will moderate the discussion. Each will receive a t-shirt and certificate.

T-Shirts –Paige got a quote for the shirts at \$9.25 each for an order of 50 to 71. Calvin will get the sizes for the 17 Lawson State attendees and Michael will get sizes for Shelton State attendees. These numbers will be reported to Paige. They need a 5-day notice to get them completed. We will order three XL shirts for panel members and large for Dr. Andersen. The following will be ordered as extra for those registering late: 2-M, 5-L, 2-XL.

Catering – Breakfast for 60 will be ordered from a caterer at Lawson State. The quote is for \$480. Coffee will hopefully be available throughout the conference. Lunches are being ordered for 75. We need to have enough for the vendors (Cengage - 5, Pearson - 3, and McGraw Hill - 2) and the four interns. We are thankful for the \$300 Hawkes donated toward this meal. Shawanda will use

the Lawson State tax ID # for the order. Michael will bring a check with him to the conference to pay for the meal.

Conference/Presenter Evaluations – Carol will have Conference evaluation forms ready to be passed out with a grand door prize “ticket” attached. She will also have presenter evaluation forms and pens ready for each presentation.

Nominations –Possible nominations will be: President-Elect – Michael Green, Secretary – Weymon Holloway, Treasurer – Carol Gudauskas. Calvin will send out an email to ask for other nominations and for any anyone interested in the Publications Coordinator position. Carol and Paige are still looking into moving the account to a bank so that others outside of Shelton State could serve as Treasurer. It is still undecided as to when we will be voting. Calvin mentioned that next year we should start following the bylaws with a staggered, 4-person nomination committee.

B. Marketing and Advertising

We are hoping to find a new Publications Coordinator so he or she can begin work on the spring newsletter. Darrell is ready to update the Policy section on the website as soon as the information is provided.

- V.** New Business – Tammy from Faulkner State has contacted Shawanda about next year’s conference being held there. Shawanda will contact Tammy and see if anyone at Faulkner State would be interested in serving as Publications Coordinator.

Shawanda, Calvin, and Darlene will hopefully be able to take Dr. Andersen out for dinner the evening before the conference.

- VI.** The next meeting will be the general meeting at the conference on Friday, February 28th. Paige will preside.
- VII.** Calvin Briggs made a motion for adjournment and Carol Gudauskas seconded the motion. All approved.