



Executive Board Meeting Minutes

February 21st, 2024

1:05 pm

Presiding: Nanette Easterling, President

Board Members: Marty Kellum, Matthew Gargis, Nanette Easterling, Candace Smith, Justin Huval, Kim Sheppard, Patrick Taylor

1. Call to Order-Meeting was called to order at 1:05 pm by President, Nanette Easterling.
2. Roll Call – Matt Gargis, Past President; Nanette Easterling, President; Candace Smith, President-Elect; Patrick Taylor, Secretary; Justin Huval, Treasurer; Marty Kellum, Publications Coordinator
3. Approval of Minutes – Justin made a motion to approve the minutes from the last meeting and Candy seconded the motion. All were in favor of approving the minutes.
4. Reports and/or Action Items
 - a. **Treasurer – Justin Huval**
 - i. Financial update – The balance as of 2/21/2024 is \$13,588.31. This includes deposits from 2 schools and 2 vendors for conference registration.
 - ii. The board discussed a donation to Prodissee Pantry to go along with the canned goods that members will bring to the conference.

b. President-Elect – Candace Smith

- i. Dana Einfeld from Coastal joined the meeting to discuss the conference.
- ii. Candy updated the board members on the conference.
- iii. The board discussed purchasing centerpieces for the tables at the conference and then raffling them off as door prizes.
- iv. Nanette will send out an email about parking with a campus map and late registration for the conference.
- v. Justin updated the board about the registration numbers for the conference. As of the meeting there were 40 people signed up for the conference.
- vi. The board will proceed with a plan to accommodate 45 to 50 people for the conference to account for any late registrations.
- vii. Patrick shared a handout with information about the upcoming math tournament to include in the bags for the participants.
- viii. The board discussed ideas for door prizes for the conference.
- ix. Candy is working on finalizing the program for the conference. She will send out a draft of the program to the board, and then it will be finalized later this week.
- x. The board planned to pick up items for a light breakfast the morning of the conference.
- xi. The board is checking with Dana to make sure all of the presentation rooms have computers and projectors.

c. President – Nanette Easterling

- i. Nanette asked Patrick to provide an update on the status of the math tournament.
- ii. Patrick indicated that everything is proceeding to plan for the math tournament. At this stage, we are mainly waiting to see how many students will participate.
- iii. Patrick sent out an email to every community college president and administrative assistant inviting their school to the math tournament.
- iv. The board granted the appeal from Shelton State for a potential member of their math team.
- v. The board decided to use paper evaluations for the presentations at the conference.

d. Past-President – Matt Gargis

- i. Matt asked Marty to provide the updated bylaws from the last business meeting.
- ii. Marty will suggest a proposal for a new bylaw to create a new appointed board position of Math Tournament Director for the membership to vote on at the conference.

5. New Business

- i. Nanette discussed the upcoming changes to the board and polled the members of their interest to remain board members.
- ii. Nanete will have the ballots for the new board elections ready for the conference.

6. Set next meeting time: The next meeting will be at the conference.

7. Adjournment: Meeting was adjourned at 2:22 pm.