

Michigan Association of State and Federal Program Specialists
Crystal Mountain
Thursday, July 30, 2015
8:30 a.m.
Board Meeting
Minutes

Call to Order: The meeting was called to order by President Laura Otten at 8:35 a.m.

Attendees: Shelly Alwardt, Lynn Batchelder, Mike Burde, Jan Callis, Sam Ewing, Ilise Goldman, Judy Handley, Rick Heitmeyer, Anders Hill, Jolia Hill, Syndee Malek, Marie Miller, Laura Otten, Jill Pastor, Sally Perkins, Willye Pigott, Tom Reeder, Sara Shriver, Grace Velchansky, Glenda Virden, Karon Yeager, Paula Daniels

Excused Absences: Jennifer Allen, Max Fulkerson, Kathleen McBroom, Robin Meeks, Michele Sandro, Kristi Teall, Sue Warren

Correction: Robin should be spelled "Robbin."

Approval of Agenda

ACTION ITEM: Moved by Glenda Virden second by Jill Pastor to approve the agenda as presented. Motion carried.

President's Report: Laura Otten

- Laura expressed thank you to the Board members for attending the SLLA and the hard work that was done.
- Laura reminded the Board members to complete and turn in their W-9 form to Sam Ewing.

President Elect Report: Syndee Malek

There was not a report from the President Elect.

Executive Secretary's Report: Sara Shriver

- A "Thank You" card was shared from Kathleen McBroom regarding flowers sent from the Board because of her car accident.
- Sara reminded Board members present that their membership needs to be current to be a member of the MAS/FPS Board.

Secretary's Report: Willye Pigott

Minutes from the June meeting were shared.

ACTION ITEM: Moved by Sam Ewing second by Grace Velchansky to approve the minutes. Motion carried.

Treasurer's Report: Sam Ewing

- The budget for 2016 is somewhat less than 2015.
- Institutes and membership are our primary sources of income.
- Please attempt to get as many people as possible to attend the Institutes so we can increase the income.
- The Institutes Committee has done an excellent job to reduce expenses.

Action Item: Moved by Ilise Goldman second by Syndee Malek to approve the budget and submit for audit. Motion carried.

Old Business: Laura Otten

Clerical Support Contract:

- The Executive Committee received and reviewed two proposals.
- Both candidates were asked to come for an interview. One candidate was available for the interview.
- Karen Lezan (Kent ISD) was recommended for the Clerical Support position.
- Laura asked the Board to approve the recommendation of Karen for the Clerical Support position.

ACTION TEM: Moved by Jolia Hill second by Jill Pastor to approve the recommendation. Motion carried.

New Business:

Resignation of Phil Francis: Phil submitted to the Board his letter of resignation due to the responsibilities of his new job.

ACTION ITEM: Moved by Marie Miller second by Lynn Batchelder to accept the resignation with regret. Motion carried.

Fall/Winter 2016 Chairperson/Co-chairperson: Tom Reeder and Mike Burde volunteered to Chair/Co-Chair the Fall/Winter Institutes.

NAFEPA Representative: Jan Callis and Judy Handley are interested in this position to replace Phil Francis.

Action Item: Moved by Jolia Hill second by Sam Ewing to accept the interest of Judy and Jan as NAFEPA Representatives. Judy will accept if Jan isn't able to fulfill the duties.

Judy requested assistance from Board members to help increase attendance at the Boot Camps.

Paula Daniels (MDE)

- Mike Radke would like to express his appreciation of MDE being a partner with MAS/FPS (repeat 4X).
- Paula thanked the Board for a lovely and productive time during the SLLA. It is appreciated.
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Adjournment: 9:00 a.m.

Action Item: Moved by Marie Miller second by Syndee Malek to adjourn the meeting. Motion carried.

Respectfully Submitted,

Willye Pigott

Recording Secretary