



Michigan Chapter

Executive Council Zoom Conference

Friday, January 13, 2023

MINUTES

(“Action” Items are in red *italics*)

Call to Order: 3:02 p.m. by Katie Droscha, President

Roll Call:

Officers Present:	Katie Droscha	President
	Steve Schaub	President-elect
	Gerald Miller	Vice President
	Kelly Goward	Treasurer
	Dan Kesselring	Secretary
	Zachary Curtis	Region 2 Director
	Gary Boersen	Region 3 Director
	Tess Van Gorder	At Large Director
	(8 Officers present – quorum achieved)	

Others Present: None

Officers Absent:	Shelby Burlew	Past President
	Dan Busby	Region 1 Director

Agenda: Katie asked if there were any additions or corrections to the agenda as presented. Hearing none, Katie declared the agenda approved.

12/09/2022 Minutes: The minutes of the previous conference were appended to the agenda. Gerald Miller moved to approve the minutes as presented. Tess Van Gorder supported the motion. Motion passed by voice vote.

Treasurer's Report: Kelly Goward had submitted the Treasurer's Report by email. This Treasurer's Report is the final end of calendar and fiscal year 2022 report. Kelly pointed out that the end of year budget report shows that we basically broke even for the year. The balances were: General Fund \$5372.49; and Scholarship Fund \$15,815.51. Moved by Dan Kesselring, supported by Steve Schaub, to approve the Treasurer's Report as submitted. Motion passed by voice vote.

Disbursements Needing Approval: None presented.

Motions approved by email prior to this teleconference: None.

New Business:

Secretary and Treasurer Appointments: Katie announced that she had contacted both Kelly Goward and Dan Kesselring, and that they both agreed to continue in their respective positions, Kelly Goward as Treasurer, and Dan Kesselring as Secretary, for calendar year 2023.

Old Business:

Executive Council 2023 Conference Schedule: Glenn O'Neil had sent a poll to find a date agreeable to all, but did not come up with a consensus through the poll. Following discussion there was consensus to

schedule the Executive Council Conferences for the second Friday of each month at 3:00 p.m., except for February which will be February 24 at 3:00 p.m. The anticipated length of these conferences is one hour. *Dan K. will email a draft schedule for all to review.*

Liability Insurance Question: Kelly discussed some of the questions still unanswered regarding Liability Insurance. She has one estimate from a company suggested by SWCS International HQ, and another estimate from a Michigan based agent. The one used by National was for a single event. The other was for full year coverage. The anticipated cost of an Annual Policy is about \$400. Following discussion, Gerald Miller moved to authorize Kelly to purchase a full year policy from the Michigan Insurance company or broker Fischer Insurance of Bellaire, Michigan. Tess Van Gorder supported the motion. Motion passed by voice vote. *Kelly will contact Fischer Insurance to get an annual policy for calendar year 2023 arranged by January 31.*

2023 Draft Budget: Kelly Goward presented a second draft 2023 budget for review and discussion. Kelly pointed out that the 2022 Fiscal Year Budget Report shows that we basically broke even for the year. She said that the preliminary draft for the 2023 Budget includes several cuts in expenses in order to balance. She also pointed out that she has now included an anonymous donation of \$200 which will help cover the cost for liability insurance. Kelly shared her screen to show an updated budget with the \$200 donation. Moved by Dan Kesselring to approve the 2023 Budget as shown by Kelly's shared screen. Gerald Miller supported the motion. Motion passed by voice vote.

Committee Reports:

Professional Development:

Spring ANR Seminar: Gerald reported that Tim Harrigan held a fourth committee meeting earlier this week, and then he briefly reviewed the proposed agenda. Consensus was that the agenda sounded good. Then Gerald requested a discussion on the registration fee. Steve Schaub moved that the registration fees for members and non-members be increased by \$5 from last year, so the member fee would be \$50 and non-member fee \$65. Motion supported by Zach Curtis. Motion passed by voice vote.

Then Steve Schaub moved that the deadline for registrations be March 3, the deadline for early registration be February 24, and the late registration fee be \$10 more than the early registration fee, or \$60 for members and \$75 for non-members. Motion supported by Gerald Miller. Motion passed by voice vote.

Potential Summer Workshop and Tour Proposal: Gerald suggested the possibility of a summer tour sometime on a Friday in August, and somewhere in west Michigan near the Grand Rapids area. Consensus was to pursue development of such a tour.

Systems-Based Planning: Zach reported that he would have an update for the next Executive Council Conference.

Committee Assignments Review: The Committee listing was updated 01/08/23 and is available on our Michigan Chapter SWCS Google Drive at

https://drive.google.com/file/d/1p8_v66bGocJ1X5GNtSVTTqV2ZtK5l_CX/view?usp=share_link

and on our Website at

<https://www.miglswcs.org/app/download/7124127463/2022+Executive+Council+and+Committees.pdf>

Work Plan Update: Items for January were appended to the agenda.

Next EC Conference: The next EC Conference is scheduled for February 24 at 3:00 p.m.

Moved by Gerald Miller, supported by Steve Schaub, to adjourn the meeting. Meeting adjourned at 4:00 p.m.

Respectfully submitted,

Daniel F. Kesselring, Secretary