



Michigan Chapter

Executive Council video conference

Friday, January 8, 2021

MINUTES

(“Action” Items are in red *italics*)

Call to Order: At 10:01 a.m. President Glenn O'Neil called the video conference to order.

Roll Call:

Present:	Glenn O'Neil	President
	Shelby Burlew	President-elect
	Katie Droscha	Vice President
	Tim Harrigan	Past President
	Dan Kesselring	Secretary
	Kelly Goward	Treasurer
	Rebecca Bender	Region 1 Director
	Zachary Curtis	Region 2 Director
	Gerald Miller	Region 3 Director
	Dan Busby	At Large Director
	(10 present – quorum achieved)	

Absent: None

Others: None

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

12/04/20 Minutes: The minutes of the previous teleconference were appended to the agenda. Zachary moved to approve the minutes as presented. Katie supported the motion. Motion passed by voice vote.

Treasurer's Report: Kelly Goward had submitted the Treasurer's Report by email. The balances were: General Fund \$; and Scholarship Fund \$. Moved by Dan K., supported by Rebecca, to approve the Treasurer's Report as submitted. Motion passed by voice vote.

Disbursements: None presented.

Motions approved by email prior to this teleconference: 12/16/20 Moved by Dan Kesselring to approve the purchase of sufficient books to give one to five 2021 ANR Webinar presenters. I include in this motion the actual cost of the books, the cost of shipping to Kelly, and any re-shipping costs Kelly may incur to deliver the books to the recipients. Estimated cost \$35 per book. Supported by Gerald Miller. Votes: Gerald Miller – aye; Dan Kesselring – aye; Kelly Goward – aye; Katie Droscha – aye; Glenn O'Neil – aye; Shelby Burlew – aye; Zachary Curtis – aye; Dan Busby - aye. Motion declared passed by President Glenn O'Neil, same date.

New Business:

2021 Budget: Kelly presented the draft 2021 budget recommended by the Finance Committee. After discussion, Dan K. moved, and Jerry supported, approval of the 2021 Budget as presented. Motion passed.

Grand Valley State University Student Chapter: Since the 2021 Budget includes a contribution to help support the Student Chapter, *Kelly volunteered to follow up with the Student Chapter Adviser to see how these funds have been, and will be, used.*

2021 Work Plan draft: Glenn stated that Dan K. had produced the 2021 Work Plan based on the 2020 Work Plan. Dan has placed the Work Plan on the Chapter Google Drive, and *Glenn recommended that officers look at that periodically.*

Strategic Plan: Discussion of the Work Plan brought up the need for updating the Strategic Plan. Glenn volunteered to take the lead on discussions about the Strategic Plan.

Old Business:

None on the agenda.

Committee Reports:

Professional Development:

2021 ANR Webinar: Tim reported that the agenda was set and follow-up with presenters was in progress. Clare Lindahl, SWCS CEO, is on the agenda to open on the first day only.

Webinar Sponsorship: Dan K. had provided a draft Sponsorship application. After discussion it was agreed to change the Gold sponsorship reward timeline for listing on our website to 3 months, to offer Gold and Silver sponsors one free Webinar registration and to also recognize sponsorships on social media.

Webinar Fees: Moved by Dan K., supported by Katie, to set the registration fees at \$5 for students, \$10 for SWCS members and \$25 for non-members. Motion passed by voice vote.

Systems Based Planning: Zach had to excuse himself from the conference and will email an update.

Membership and Outreach:

Newsletter: Status needs updating.

Membership Status: Membership is now 50.

Legislative: Jerry reported that no relevant legislative action is anticipated until after the Inauguration.

Scholarship: Zach will email an update.

Committee Assignments Review: The Committee structure is undergoing on-going discussion by email.

President's Report: Glenn will be sending an email asking for volunteers to serve on an initial Strategic Planning Steering Committee.

Work Plan Update: The Work Plan items for January, and the remainders from previous months, were appended to the agenda.

Member Comments: Jerry said that he had received a recent message from past chapter member and President Hugh Brown now a resident of Renton, WA. Hugh asked him to share his greetings and best wishes.

Next Teleconference: *Next teleconference is February 5, 2021, at 10:00 a.m.*

Moved by Jerry, supported by Kelly, to adjourn the meeting. Motion passed by voice vote. Meeting Adjourned at 11:17 a.m.

Respectfully submitted,

Daniel F. Kesselring, Secretary