



Michigan Chapter

Executive Council Zoom Conference

Friday, October 13, 2023

MINUTES

(“Action” Items are in red *italics*)

Call to Order: At 10:00 a.m. by Katie Droscha, President.

Roll Call:

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

Others Present: Laura Campbell, Nominations Committee Member
Heather Varbencouer, Nominations Committee Member

Officers Absent:	Gary Boersen	Region 3 Director
	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 no additions or corrections, the agenda was approved.

09/08/2023 Minutes: Minutes from the previous conference were appended to the agenda. Moved by Tess Van Gorder, supported by Gerald Miller, to approve the minutes as presented. Motion passed by voice vote.

Motions approved by email prior to this teleconference: None.

Treasurer's Report: Kelly Goward had submitted the September Treasurer's Report by email. Kelly explained that this report actually covered the period through October 10 to show that \$750 had been withdrawn from the Vanguard Money Market account in September and deposited in the Chase Checking account, but then was returned to the Vanguard account in early October along with \$102 which is the \$2 per member annual deposit called for in the Scholarship Fund Bylaws. The October 10 balances were: General Fund \$6,218.60; and Scholarship Fund \$15,815.09. Moved by Tess Van Gorder, supported by Zachary Curtis, to approve the September Treasurer's Report as submitted and explained. Motion passed by voice vote.

Disbursements Needing Approval: None presented.

New Business:

SWCS Gift Membership Form: Katie Droscha had sent everyone a copy of the SWCS Gift Membership Form. She explained that she had contacted SWCS HQ with questions about gift memberships and had

received this form, which was new. *She suggested officers consider offering gift memberships to select individuals who might be interested in the Society and would warrant this introduction.*

Nominations Committee Update: Laura Campbell and Heather Varbencouer reported that they had not received any response to a Chapter wide email Laura sent asking for volunteers. Laura then asked officers, especially Regional Directors to offer suggestions for followup one on one contacts. Laura and Heather will followup with current officers whose terms are expiring to see if they want to run for their current positions, or any other position.

Laura asked about the deadlines. Dan K said the absolute deadline was November 15 when the Ballot is supposed to go out, according to the Bylaws. The deadline for the Nominations Committee to send a list of nominees to the President is 60 days before the Annual Meeting, which would be October 15. Following discussion the Executive Council concurred to move the report deadline to November 6.

Priority From Work Plan:

Chapter and Individual Awards Announcement: Dan K. reported that the Annual Work Plan calls for the Chapter Awards Program to be announced in September. He has posted the instructions and nomination form on the Chapter website, but has not made an announcement to the membership yet. The nomination form is currently available in odt text format and pdf format. *He has asked Kelly to create a fillable pdf to post. He will post that when available.*

Old Business: None presented.

Work Plan Reminders – Work Plan Items for October were appended to the agenda.

Committee Reports:

Scholarship Committee: Zachary Curtis, Chair, reported that he sent an initial announcement of the Scholarship offering to all of his academic contacts, and that one application has already been submitted. In addition, Steve Schaub has volunteered to serve on this committee. Heather Varbencouer, who was attending this Executive Council conference, volunteered to assist on this committee. Zach thanked her and *will add her to his communications.*

Professional Development:

Summer Tour: Jerry reported that the event went well and is considered successful. He said about 38 people had registered. Jerry asked about providing an expression of appreciation to James DeYoung and Dana Kirk for their presentations and assistance, such as a gift. Following discussion Jerry moved to give each of them a gift membership in SWCS. Tess Van Gorder supported his motion. Motion passed by voice vote. *Jerry will email them, with a copy to Kelly, to ask for their contact information to be listed in the gift membership form.*

Workshop with Annual Meeting: The Annual Meeting is planned for 90 minutes. The Business Meeting normally lasts about 30 minutes, so about 60 minutes will be available for brief 5 minute presentations from various individuals concerning their own work activities. *Katie and Jerry will make some contacts for this. Jerry will contact Dan Busby for a brief update on MAEAP.*

Seminar: Jerry reported that the Seminar Committee held a Zoom conference and discussed alternatives for the program. Tim Harrigan had agreed to serve on the committee again. *Members are going to be making some contacts with potential presenters.*

Strategic Planning: Glenn O'Neil, Chair of the Strategic Planning Ad Hoc Committee, was unable to attend this meeting, but emailed this report. "On 8/10/23 I sent out a final draft of the plan to the members of the ad hoc committee, suggesting that it be presented to the executive council for review and approval. I originally suggested the September meeting as the next opportunity for the council to do that, but perhaps that can be part of the October meeting." *Consensus by the Executive Council was to postpone this to the November EC conference.*

Membership and Outreach: Glenn O'Neil reported that he hopes to publish a Fall Newsletter in November. Membership currently stands at 49.

Legislative: Gerald Miller and Tess Van Gorder reported briefly that relevant legislative activity is quiet right now.

Committee Assignments Review: The Committee listing was updated 10/07/23 and available on our Michigan Chapter SWCS Google Drive at

<https://drive.google.com/drive/folders/1KpAGoFKZe8trhgzy8k4tmdJFOPaiCeaf>

and on our Website at

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

Next Executive Council Conference: 10:00 to 11:00 a.m. Friday, November 10, 2023.

Moved by Tess Van Gorder to adjourn this Conference. Supported by Gerald Miller. Motion passed by voice vote. Meeting adjourned at 10:59 a.m.

Respectfully submitted,

Daniel F. Kesselring, Secretary