



Michigan Chapter

Executive Council Virtual Meeting

Thursday, October 9, 2025

MINUTES

(“Action” Items are in red *italics*)

12:04 p.m. call to order by Sarah Zeiler, Chapter President

Roll Call:

Officers Present:

Sarah Zeiler	President
Zachary Curtis	President-elect
Katie Droscha	Vice President
Steve Schaub	Past President
Daniel Kesselring	Secretary
Kelly Goward	Treasurer

6 Officers present – quorum achieved)

Others Present: Gerald Miller, Chair, Professional Development Committee

Officers Absent:

Dan Busby	Region 1 Director
Mila Resetar	Region 2 Director
Gary Boersen	Region 3 Director
Heather Varboncoeur	State-wide At Large Director

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

08/14/2025 Meeting Minutes: Minutes from the previous Executive Council meeting were appended to the agenda. Moved by Kelly Goward, supported by Zachary Curtis, to approve the minutes as presented. Motion passed by voice vote.

Motions approved by email prior to this meeting: Original motion approved 9/11/25 was in error concerning the amount of the subject CD. Amendment motion was made and approved on 10/5/25. The motion and edits are as follows: Moved by Daniel Kesselring to authorize Kelly Goward to renew the current Chase Bank 5 month \$2000 (amend to \$4000) CD to a new 5 month Chase Bank CD at 3.4% interest within 10 days following October 2 (amend to September 15). Included in this motion is the option for Kelly Goward to follow up with us if the advantage of the 5 month CD changes ~~at the end of September.~~ Supported by Dan Busby. Votes: Dan Busby-aye; Steve Schaub-aye; Gary Boersen-aye; Daniel Kesselring-aye; Zachary Curtis-aye; Katie Droscha-aye. Motion passed by email vote.

Treasurer's Report: Kelly Goward submitted the September Treasurer's Report by email. The reported balances as of 9/30/25 were: General Fund \$10,204.75; and Scholarship Fund \$18,613.00. Dan Kesselring pointed out that the ending date in the Chase checking table should be 6/30/25 instead of 5/31/25. Moved by Steve Schaub, supported by Katie Droscha, to approve the Treasurer's Report as submitted. Motion passed by voice vote.

Disbursements Needing Approval: None

New Business:

Chase Bank General Fund \$2000 CD Renewal Post Approval: Due to confusion concerning the two certificates of deposit held at Chase Bank, a motion was needed to post approve the renewal of the \$2000 CD. Moved by Dan Kesselring, supported by Steve Schaub, to post approve the renewal of the \$2000 CD at Chase Bank. The CD was renewed on 9/30/2025.

Annual Meeting: Discussion of time, date and type of Annual Meeting. Moved by Dan Kesselring to hold the Annual Meeting in virtual status. Supported by Katie Dorsha. Motion passed by voice vote.

Also, moved by Katie Droscha, supported by Zach Curtis, to hold the Annual Meeting on December 19 starting at 12:00 p.m. and ending on or before 2:00 p.m. Motion passed by voice vote.

Old Business:

SWCS International Conference Silent Auction contribution: Kelly reported that the Chapter's contribution check has been cashed.

Work Plan Reminders: Work Plan items were appended to the agenda.

Committee Reports:

Professional Development: Gerald Miller, Chair, reported that the ANR Planning Sub-Committee has recommended that the 2026 ANR Seminar registration fees remain as charged in 2025: \$50 for members, \$65 for non-members and \$15 for students. Moved by Steve Schaub, supported by Zach Curtis, to approve the recommended rates. Motion passed by voice vote.

Also recommended by the Committee is to hold the Sponsorship support levels at the 2025 rate: \$300 for Gold, \$200 for Silver and \$100 for Bronze, along with the same benefits as 2025. Moved by Steve Schaub, supported by Zach Curtis, to approve the recommended rates. Motion passed by voice vote.

Scholarship: Zach Curtis reported that the scholarship availability has been publicized, and that one application has already been received. Additional contacts and publicity is pending.

Membership and Outreach:

Membership: Membership currently stands at 50.

Legislative: Gerald Miller gave comments on State and Federal legislative activities.

Committee Assignments Review: The Committee listing was **updated 9/13/25** and is available on our Website at

<https://www.miglswcs.org/app/download/7124127463/2025+Executive+Council+and+Committees.pdf>

Open Discussion: None

Next Executive Council Meeting: 12:00 p.m. Thursday, November 13, 2025.

Adjournment: Having no further business to discuss, President Zeiler adjourned the meeting at 1:01 p.m.

Respectfully submitted,

Daniel F. Kesselring, Secretary