

September 10, 2016
Oklahoma City, Oklahoma

The board convened at 8:30 a.m. CST

Board members present:

Robin Ozz, Deborah Daiek, Annette Cook, Patrick Saxon, Meredith Sides

Absent: None

Also in attendance for conference discussion items: Karen Patty-Graham and members of the Oklahoma 2017 Conference Team

Discussion Items:

1. 2017 Conference (Board, Karen Patty-Graham, and Conference Team)

- General discussion about the updated conference schedule.
- Discussion about the general service contractor.

Motion to approve the 2017 team's recommendation to go with Fern rather than Freeman.

First: Annette Cook

Second: Deb Daiek

Motion Passed 4-0

- Pat Koziol may be the one to remind the board about the option of shipping, which is included (up to a certain number of pounds) in the general service contractor contract.
- Discussion about the 2017 conference budget. A conservative revenue estimate, according to the treasurer, might be \$400,000. Expense projections from the conference team right now are around \$356,000, but there is a general recommendation to the conference team to bring those projections down a bit.
- Discussion about raising the conference fees due to decrease in exhibitors, sponsors, membership, etc., coupled with the food and amenities the conference team is hoping to offer to attendees. The registration fee will be raised to \$395 (early registration). On-site registration is \$495. Late is \$445.

- Wi-fi for the conference would be \$3500 for about 500 people with a low speed...if raised to 800 people, \$4750 is the quote. The general decision is that the conference planning team will go forth with arranging for the wi-fi for conference attendees.

Specific Action Items: None

2. Discussion about 2018 Conference (Board and Karen Patty-Graham)

- Meeting with Annette and Karen about 2018 conference planning.
- Discussion about who invoices items and if that same office or individual is the one that does the actual sending of the invoice to the company.
- Discussion about guidelines for conference planning teams regarding travel.
- Meredith will join the 2018 conference planning team as a current board member, as this is a board-sponsored conference.

Specific Action Items:

- Meredith
 - Make travel arrangements to attend the planning meeting in Maryland in October.

3. General Items of Discussion (Board)

- Discussion about board strands. Possibility of inviting the Oklahoma college presidents/chancellors to participate in a forum. Possibility of some of the national partners to do a board strand/forum. Possibility of doing a strand with something about diversity and underrepresented students in education. Possibility of a strand about what is going on in Florida. These would all be part of the 75 minute sessions. The board will be reserving at least four board strands to do this sort of town hall idea and will let the committee know the actual number and nature of the sessions later.
- Discussion about the McGraw-Hill proposal of support.

Motion to approve the following chapter grant requests:

ALADE Type A request to have Robin Ozz as a keynote speaker

MNADE Type B request to have Rebecca Cox as a keynote speaker

SCADE Type B request to have Nelson Laver as a keynote speaker

SCADE Type C accreditation training

TADE Type D travel expenses for president to attend the NADE conference

**(Addendum added 9/15/16):

DEAM Type A request to cover VP's expenses to go to their meeting in October.

INADE replaced their Type A request for Deb to come as a keynote with a Type B as we suggested. It is to help pay expenses for Alex Goudas to speak at their conference.

**(Addendum added 9/21/16):

MRADE Type A request to bring Dr. Linda Nilson to their chapter conference as a keynote speaker.

First: Meredith Sides
Second: Deb Daiek
Motion Passed 4-0

- Discussion about membership drives—they start November 1. For the chapter kickback, Pat will send the information to Patrick and to the chapter presidents each month during this membership drive (payments will be made in February and June). The membership application needs to be updated to let new members choose which chapter they wanted to join, and Pat needs to be contacted about this.
- Discussion about the Accreditation Commission.

Specific Action Items:

- Meredith
 - Email Denise and Gwenn about the NADE displays and banners.
- Robin
 - Let Pat know about the membership drive and membership application.
- Annette
 - Let 2017 conference committee know about the board strands.
- Board
 - Keep brainstorming ideas about the board strands.

Adjourned at 4:20 p.m. CST