



Michigan Association of Administrators of Special Education

# EXECUTIVE BOARD MEETING

Crystal Mountain - Arctic Bay Room

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## Minutes

Friday, July 18, 2008

### Call to order:

President Mark King called the meeting to order at 11:30 AM.

### In attendance:

Diane Lanham, Mark King, Michele Cutcher, Diane Heinzelman, and Tony Thaxton, Executive Director

#### I. Consent Agenda

- A. Diane Lanham moved to approve the Consent Agenda. Michele Cutcher seconded the motion. Motion passed.

#### II. Discussion Items

- A. MAASE Bylaw changes for 2008-09
  - The executive Director will bring bylaw changes discussed to the October meeting of the Executive Board.

#### III. Action Items

- A. Approval of Fifth Third Bank of Holland as Bank of Deposit and Anthony Thaxton, Executive Director, as sole signatory for MAASE Checking Account.
  - Moved by Diane Heinzelman and seconded by Diane Lanham. Motion passed.
- B. Committees & Projects for 2008-09
  - Diane Heinzelman moved to approve the MAASE Committees and Projects for 2008-09 as read. Michele Cutcher seconded the motion. The motion passed. Changes made will be reflected in the website documents.
- C. MAASE Goals for 2008-09
  - Diane Lanham moved that the MAASE goals for 2008-09 include 1) further defining the role of the Executive Director, 2) improve the collaboration among the various MAASE professional development activities, and 3) be prepared to make the move to Grand Traverse Resort for Summer Institute 2009. Michele Cutcher seconded the motion. The motion passed.
- D. MAASE Calendar for 2008-10
  - Diane Heinzelman moved to approve the MAASE Calendar for 2008-10 as read with a change of dates from December 15 & 16, 2009 to December 8 & 9, 2009. Seconded by Michele Cutcher. The motion passed. Changes made will be reflected in the website document.
- E. New Administrator Professional Development Registration Fees
  - Diane Heinzelman moved to set the New Administrator Registration fees for 2008-09 to \$20.00 for members, \$40.00 for non-members and for \$60.00 for members that register for all 4 workshops. Michele Cutcher seconded the motion. The motion passed.

F. Executive Director Contract for 2008-09

- Michele Cutcher moved to extend the Executive Director Services contract with Exceptional Education Services, Inc. for 2008-09 with a 3% increase in fees. Diane Heinzelman seconded the motion. The motion passed.

**Adjournment:**

President Mark King adjourned the meeting at 12:35 PM