

# MAASE EXECUTIVE BOARD RETREAT AGENDA

## CRYSTAL MT. RESORT

### July 20, 2006

Members Present: Laurie VanderPloeg, Janet Fisher, Kathy Golinski, Eleanor White

Members Absent: Cindy Shinsky and Mark Moody

Guests: Jim Royle and Janis Gaubatz

#### **I. CONSENT AGENDA – ELEANOR**

- a. Agenda July 20, 2006
- b. Approval of minutes of : Board meeting June 12, 2006
- c. Approval of minutes of: General Membership June 14, 2006
- d. Approval of Expenditures as of: June 30, 2006

#### **Action items:**

1. Motion by Laurie to approve the consent agenda, supported by Kathy. Motion passed.
2. Motion by Kathy to approve the 2006-07 contract requests as
3. outlined; Larry Campbell, Executive Secretary, \$3,083.50 per month for 14 months plus expenses, Jim Royle, Professional Development Coordinator, six installments of \$2,000.00 each for 14 months plus expenses and Mary Schrader, Web Master, at \$30.00/hour up to a maximum of \$2,000.00, supported by Laurie. Motion passed.
4. Motion by Kathy to approve the projects of LD with a budget up to
5. \$200.00 and Instructional Support with a budget up to \$1,000 and all other projects will be standing committees, supported by Janet. Motion passed.
6. Motion by Laurie to establish two hospitality events, Charity event in December and one other during the year, supported by Kathy. Motion passed.
6. Motion by Laurie to support the preliminary 2006-07 budget as amended, supported by Kathy. Motion passed.
7. Motion by Kathy to support the Executive Secretary, Larry Campbell, to be the sole signature on MAASE checks and have First National Bank of Three Rivers as the bank of depositary, supported by Laurie. Motion passed.
8. Motion by Laurie to approve the revised 2006-2008 calendar, supported by Janet. Motion passed.
9. Motion by Kathy to authorize MAASE President, Eleanor White, to adjust and refine Executive Board goals, supported by Janet. Motion passed

Motion by Laurie to approve three MAASE awards (Beekman, Batten and Beacon) with each to receive a plaque and \$500 towards a gift of their choice, supported by Kathy. Motion passed

**II. DISCUSSION/ACTION ITEMS – ELEANOR**

- a. Contract of Executive Secretary for 2006-07
- b. Contract of Coordinator of Professional Development for 2006-07
- c. Contract of Web master for 2006-07
- d. Projects for 2006-07
- e. Hospitality events
- f. Preliminary 2006-07 budget
- g. Executive Secretary as sole signature on MAASE checks and have First National Bank of Three Rivers be bank of depositary
- h. 2006-08 Calendar
- i. Executive Board Goals

**III. CARRYOVER ITEMS – ELEANOR**

- a. Awards schedule and monetary amounts
- b. Executive Board Procedural Manual
- c. Restructure Committee

**IV. REPORTS**

- a. Executive Secretary
  - 1. Registrations for 2006 SI - 376
  - 2. Membership for 2005-06 as of June 30 - 402
  - 3. Membership for 2006-07 as of July 18 – 116
  - 4. Membership breakdown report for 2005-06
  - 5. Stationary

**V. OTHER BUSINESS - None**

**VI. CORRESPONDANCE - None**

**VII. OCTOBER MEETING AGENDA ITEMS**

- Awards schedule
- Board Procedural Manual
- Restructure Committee activities

**VIII. ADJOURN**