**Minutes from 1/4 (Cabot, AR Akers’s room)**

Meeting called to order by President Strickland at 2:31

Hannah Sawyer moved to accept the minutes and Akers seconded it

 - voted on by those present; minutes are approved

**Officer Reports**

1. President – she wants the gavel to have a box to hold it in so that it isn’t loose

 - Helen wants to pass the gavel before the awards assembly begins at TOC

2. 1st Vice President – Peerbolte

- Summer workshop will be at UCA; talked with John Gale and he will recruit professors to help with professional development (12-14 of July)

 - Survey monkey with responses of over 40 garnering interest in PD

 - State of the state needs to published to NFHS

3. 2nd Vice President – Carney

 - there have been some calendar objections with number of tournaments

4. 1st VP Elect – Alaquinez (via Callie)

- Callie Ham is the only one who has made reservations for Fall Conference (September 10-12, 2015 @ Red Apple Inn in Heber Springs, AR)

 - July 10-12, 2016 @ Maumelle HS

 - a little smaller than what we have been used to

5. 1st VP Elect Elect – Beith (via Callie)

 - Beith is in Tampa

 - Fall Conference in Basin Park @ Eureka Springs, AR (2016)

 + they have rooms comparable to Mount Magazine

 - rooms are $139/night

6. 2nd VP Elect – McCutcheon

 (no report available)

7. Executive Director – Ham

 - Mary gave up the job after Student congress

 - cancelled ListServe after December

 - sent out letters thanking for StuCo participation

 - wants to look at binders and name tags

 - compile documents for the committee heads to upload once Google Drive becomes available

 + these documents are for future committee heads to know their exact job expectations

 + Spearheaded by Callie, Hannah, Sara

 - Magnet nametags for Exec Council (Akers offered to assist from Cabot)

8. Treasurer – Akers

 - itemized report on golden rod sheet

 - there was $696.15 in money deposited that Akers can’t figure out where it came from

- people are not paying their membership dues and we will need to start enforcing no pay = no participation in TOC at the end of the year

- it was suggested that Hannah set up a reminder when people sign in to the website that they are made aware of their outstanding balance

 + Akers will personally call those who have outstanding balances

 - NSDA is honoring LRCH for leading chapter of our district

 + they will be presenting a plaque to Rosie at the District Tournament

9. Recording Secretary – Gilbert

 - typing everything that you all say is fun

- if you have a committee/Officer report please send it to me electronically so that I can easily attach it to the minutes

10. College Rep – Gale

 - nothing available

11. HS Rep – Terri Valentine

 - suggested amending judging criteria

 - later suggested that we revisit this conversation at the High School Meeting

12. Lifetime Member Rep – Conley Hall

 - passed out a paper copy of his report (will attach at end)

 - created a survey to solicit help from retired/lifetime members

+ will be emailed to those members (Hannah has agreed to assist him with communication)

13. Webmaster – Sawyer

 - email ListServe is gone

 - Colton, Brandon, Callie, Akers, and Brandon can mass email through the website

 - now the Facebook page can share posts

 - will send an email in coming weeks for upcoming tournaments

14. PD Coordinator – Tucker

 - survey monkey to assess need for Professional Development

15. Archivist – Cooke

 - didn’t have an archive moment

 - signage will be held at Brandon’s house until Sara reconfigures her house

 - make sure we stay visible

 - can go through Brandon Higdem if you need anything from her

16. Immediate Past President – Tucker

17. Journal Editor –

 - hasn’t been done much in the past years

**Committee Reports**

1. Scholarship – Liz Davis (via Akers)

 - deadline for scholarship apps is February 20th; we need to remind our seniors

2. TOC – Peerbolte/Carney

- we need to set up a computer to sign up graduating seniors to be judges for ACTAA events going forward; Hannah will create a new level of membership for these kids

- new schedule has gone through hiccups but Tournament Directors have been communicating how to alleviate the problems

- we need a way to recruit more judges;

- we are enforcing W&M rules this year

- StuCo option at TOC would involve stripping school affiliations and only doing floor debate

3. Publicity/Promotion – Higdem

 - nothing really to report

 - copy is on the committee reports list Callie handed out

 - “Thank You for Judging” was a huge hit

4. PD – Tucker

 - see above

5. TAC – Ham

 - on the attached committee report handout

 - the new schedules have been a learning experience

 - TDs are collecting judge waivers

 - event rules, with respect to IPDA, need to be handled

 - will discuss getting rid of the waivers with the ethics committee

 - sample/suggested debate ballots for (policy, LD, IPDA, etc.)

6. Topic Selection – Peerbolte/Gilbert

 - 2 topics to vote on by January 5th (Income inequality and Domestic Surveillance)

 - started prelim research on my topic paper

7. Student Congress – Gilbert/Akers

 - there was a problem with the tabulation program that led to inaccurate results

 - Bucky will write a new tabulation program

8. Demo Day – Qualls

 - no report

9. Oral Comm Statement/Professional Standards – Reiff (via Ham)

 - haven’t done anything since Fall Conference

 - Conley Hall will begin serving on AEA for NW Arkansas to be a voice for us and has mentioned that he will asked about the Oral Comm being embedded into English.

- Bentonville, North Little Rock, and Jonesboro are currently embedding courses.

Tim Peerbolte is Sexy

10. Ethical Practice – No Report

11. Nominations –

 - no report

12. Thespian –

 - festival will be weekend of Valentine’s Day

13. NFL/NSDA

 - tourney is

**Old Business**

1. Strategic Plan –

 - we are good here

2. Oral Communication –

 - discussed above

3. Alumni Committee –

4. YouTube Channel – Hannah Sawyer

 - it is up

 - only thing up is video Brandon made

 - could upload videos on how to judge

 - revise constitution to include this with the Webmaster job

5. Judge Waivers –

 - discussed above

**New Business**

1. Social Media Position Statement –

 - we will send this to Ethical Practices (Treadway)

2. Constitutional Revision Committee –

 - do we need a permanent committee to address this

 - we have a lot of changes that happen yearly

 - this would be something that would be brought up at Summer Meeting

 - Callie would do it but doesn’t want to chair; Tim would help

 - would be something good for a Lifetime Member

 - at least 3 members and one chair (4 total)

3. Tournament judges –

 - discussed above

4. Tournament Calendar –

 - discussed above

5. Words and Music –

 - Terri thinks costumes should be judged

 - props and costumes are not student-created

6. Online Meeting for Exec Council

 - Bucky has looked up online conferencing

 - 2 meetings a year would be $48

 - Bucky will dig and research this idea in more detail

 - moved and seconded that we move this meeting to an online meeting

 - Akers will bring more info during the Summer Meeting

**Announcements**

**Adjournment**

President Strickland adjourned at 5:01 pm

**Summer Meeting Minutes**

**Exec Council Meeting 7/12 (1:30)**

Meeting called to order at 1:39 pm by President Tim Peerbolte

**Officer Reports**

**President** – Tim Peerbolte

- new change this year is one PD session at a time; we may have had room for two. Squeezed in a few more PD hours

- Arkansas Abused Children’s House, Mrs. Hutchison, was scheduled but had a conflict. She is planned to be at Fall Conference. May do an honorary membership. Fund match similar to what we did for the Thea Foundation.

- Every year we could find a new organization to give back to every year

**Vice President** – Alaquinez

- things are scheduled for conference. People have been contacting her about offering things

- during HS/College meeting we will have a retiree meeting/forum; Motivations after retirement. Vicky Thompson and Conley Hall will be contacted about it

- Dinner will be $40 per meal; lunch will be $30 a plate. Would like to spend $150 for table decorations this coming Fall Conference

- Akers interjected about there not being a precedent but it wasn’t an issue with the rest of the council

- PD coding was difficult but we have an at-a-glance of the sessions. Using TESS this will make reporting PD a lot easier. There is a really good balance of the PD sessions offered at this upcoming Fall Conference.

- Lesson Plan Share will be 4 plans with 15 minutes each. Debate, Dance, Communication, and Theatre will each have a slot.

- Jennifer will not be able to do TOC, Summer Conference, and balance the baby. Tim has offered to his help as much as he could. She and Tim will bounce a scenario off Melinda; location is projected to be Maumelle High School (Summer 2016).

- Jennifer inquired about honorary and Lifetime members.

- Cost is $135/night. There are 3 room suites and condos available. There are no single rooms available. People need to be encouraged to share rooms to help on cost. We could make a database of people who would be willing to share rooms with each other

**Executive Director** – Ham

A.We have three positions to fill this year. Executive Treasurer, Executive Director, and Recording Secretary terms are all up in April. Executive Council needs to put together a special committee to recommend people to fill Executive Director and Treasurer if either Callie Ham or Jennifer Akers will not be returning for a second term.

- Treasurer, Director, and Secretary terms are up in April. Need to have names available for replacements. We have to create a special committee to find a new Director & Treasurer. Would like one member of Exec on the Committee. Jennifer doesn’t mind serving another three-year. Valentine voiced her opinion would like to see a six-year term

B. I will not be returning for a second term. My husband has been picked up as an active duty JAG officer in the US Air Force and has received orders to be stationed in Panama City, Florida. I will be joining him there after the 2015-2016 school year. This means that I will also be resigning my positions as the TAC chair and the TOC committee.

- a very heartfelt, emotional appeal about why she is leaving. Terri lightens the mood saying that she should have her kids host Shark Week. We need to decide who will be on the committee; would like for the person to have SOME level of Exec Council experience

C.I will be updating letter head to print and mail admin letters for summer workshop. Those will be mailed next week.

- needs to be updated at least 30 days(August 1st) before the conference (Sept 10th)

- Nomination’s Chair is Casey Griffith. We will vote Rosie Valdez or Martene Mourning for the coming election

- Constitutional Amendment dealing with AAA

- Tournament Operations Guideline being worked on by Rosie Valdez

- Helen interjected that we have a Constitutional Committee that would an Ad Hoc

Respectfully submitted,

Callie Ham

**Treasurer** – Akers

 - passed out paper copies of her report.

- All of her books have been balanced. PayPal account has been troublesome. When Akers first took over it was hard to earmark money. She would like for us to get rid of PayPal because we are losing money and it is too difficult to manage. Terri, Hannah, and most members of the board are in agreement that getting rid of PayPal is in our best interest.

- Off a few cents from the t-shirts. Jennifer put the thought out there that we might want to stop doing t-shirts. Counter offer of t-shirts go to Publicity/Promotions Committee. Hannah suggested that we do one shirt for the whole year and sell it during tournaments.

- Publicity/Promotions is almost out of brochures so he is going to order some more

- Account ending balance as of 7 July 2015 $7,107.51 and CD balance as of 1 June 2015 $6,106.13.

**Recording Secretary** – Gilbert

 - nothing really to report.

 - Please keep my poor little fingers in mind when you talk

**College Rep** – Gale

- nothing new on college circuit. Gale writes every college person he could find about inviting them to the Association. He averages about 60 emails every year.

- invite past college professors to come and be a part

- cornered a lot of the college professors at the Thespian Festival. It’s difficult recruiting college professors to come visit with high school students. We need to make sure we are inviting and warm to them

**Lifetime Member Rep** – Conley Hall

 - “old people” still doing great

**Webmaster** – Sawyer

 - Fall Conference registration is up and ready

- Weird thing happened that Joel Brown disappeared off of the website. Member-management company was more than helpful; the issue has been resolved. This new program allows Akers to track pay details quickly (refund to Angie Wooley)

- our current membership is at 327 memberships; we have added 6 in the past 30 days. We are growing quickly. We have 75 student members (second largest category)

- We have until August 31st to pay for the web-hosting program for another year.

- Parkview had issues with registration in the past and Spencer Sutterfield is handling it. Spencer is totally on board on being an active

**Immediate Past President** – Strickland

- excited to be Immediate Past President. Just want to say to Tim and the coming VPs just know that you are the spokespeople for ACTAA.

- Committee splits are Permanent Standing, Permanent Special, and Ad Hoc

**Committee Reports**

**Debate Topic Selection** –

+ no paper to submit because world events made Colton’s topic non-unique. Rosie is going in Colton’s place because he is

**TOC** – before we ask Cabot about hosting we will talk about hosting TOC at Parkview.

 + committee members need to be aware of their responsibilities

+ Micah would like to be on TOC committee. She is hosting a debate-only tournament this coming year. New members need to be people who have run and still run tournaments. Helen stated that Tim should be the one who picks the person. Tim will pick and the committee will run it by Rosie

+ It was stated that we should have a rubric for Teacher of the Year nominations. Hannah Sawyer stated that we revise tournament guidelines but Rosie Valdez is addressing this

Tim said that we suspend the meeting until a later time. We will pick the conversation back up with the topic Terri Valentine suggested about having rubrics for nominations.

Meeting adjourned at 3:00 by President Tim Peerbolte; he suggests we reconvene at 8:00 am tomorrow July 13th

**Continuation 7/13**

Meeting was called to order at 8:24 am by President Tim Peerbolte

Mr. President passed around a copy of the rubric that was constructed by him and Mrs. Terri Valentine. Jennifer Akers gave input on what would qualify as a 0-4 in specific categories. Terri Valentine voiced opinions that the TOY should be a teacher who has at least five (5) years of teaching experience. Those in attendance were in agreement that the five-year rule would be beneficial to the association.

Mr. President voiced concern that we need to outline another rubric for how we do 1st VP Elect. Simply telling the committee to just read the constitution will not suffice in the future. Mr. Gale suggested that we reference the rubric as a “guideline”; his argument is that the latitude is necessary for the committee to function. Mr. Gale also suggested that we make some reference calls to check people’s backgrounds. Jennifer Akers suggested that we make lists that tell others what committees need members to help with recruitment. Melinda Beith added that everyone in the organization be apart of at least one committee.

Superintendent’s Meeting will be attended by Tim Peerbolte during the first weekend of August 3-5, 2015; major exhibit times August 3rd 1-3 pm and August 4th 7:30-4:30. Jennifer Akers added that it is helpful to go visit and speak with superintendents. John Gale added that if we continue to go to this meeting in the future we will have to revisit how we go about representation. Jennifer Akers stated that we need to order more brochures. Callie will need to contact them so that we can secure our table for the organization.

Mr. President suggested that we have an open Executive Council meeting on issues about Fall Conference, etc. Strickland stated push come to shove; we could add another General Body meeting.

Mr. President stated that we should go into a vote on abandoning PayPal. The body voted to cancel PayPal; Akers stated that it will be gone on Wednesday. Jennifer Alaquinez offered to go to NFHS conference, which is the equivalent to debate topic selection for Theatre. Melinda Beith stated that we could create a committee to find someone. Akers stated that we could use the funds from TOC.

Mr. President adjourned the meeting until 12:15 on Tuesday.

**Committee Reports to Exec Council 7/14**

President Tim Peerbolte called house to order at 9:11 am

**Audit Committee** – Colton Gilbert

- Akers was audited at 3:16 pm on July 12, 2015.

- Added a new member to the committee, A.J. Spiridigliozzi (Spur-duh-lozzi)

- Concluded at 3:48 pm

- Went off without a hiccup

- Casey Griffith will head the committee next year

**Ethical Practices** –

**Scholarship** – Akers

 - Liz Davis was the chair

 - HS Debate and Forensics presented at TOC

 - paid out when school officially starts

 - paid Christy Armbrust’s scholarship

 - college recipient is Molly \_\_\_\_ and has been paid out

 - need a new member for scholarship committee (Graci volunteered)

**TOC** – Peerbolte/Alaquinez

 - TOC was at LRCH this past year

 - lots of community support

 - biggest thing was push to add student members to the database

 - Akers has no Facebook…….STILL

 - Alaquinez is TOC chair this coming year

 - would like to host at Parkview this year (Colton will check on this)

 + Central AR location is best suited for judges

 - had to add TOC members; some have asked

 - placed Colton Gilbert and Christy Armbrust; Micah Qualls will be 3 year observer

 - April 1-2, 2016 will be this year’s date

**StuCo** – Akers

 - tabbing hiccup last year; getting fixed at the moment

 - Christy Armbrust is permanent coaches lounge chair

**Demo Day** –

**Publicity and Promotions** – Brandon Higdem

 - Peerbolte said he is doing great job

 - everything is ordered for conference

 - theme is “Inspiration”

 - spread the word to get there

 - questions the group if conference t-shirts are actually wanted…..

 + t-shirt for the whole year was proposed as an option

+ Akers said that debaters might not want that shirt; take it from the StuCo Committee and allow Publicity and Promotions to design and sell the shirts

+ instead of shirts, it was suggested we do water bottles or coffee cups

+ kids might like buttons; adults do too

**Recruitment/Mentoring** – Mandy Taylor

 - 4 new members here at conference

 - some retired committee members need to be replaced

 - working on making the map better; improving from last year

**Professional Standards** –

**Thespian** –

**Mock Trial** –

**Debate Topic Selection** – Colton Gilbert

 - not going this year to New Orleans, LA (friend’s wedding)

 - Rosie Valdez is going in my stead

 - planned on a topic paper but recent world events made it non-unique

 - looked at creating a committee to send a delegate to forensic NFHS selection

**NSDA** – Rosie Valdez

 - used to be NFL

 - the only way we grow NSDA is to have more member schools sign up

 - be active in NSDA since you pay your dues

 - district fundraisers would be something we could do if we had more members

 - We are now a Level II qualifier; two people go to Nationals from each event

 - sign up and informational session at Fall Conference

 - we did well at nationals; next year’s nationals will be in Salt Lake City, UT

- Committee is Jennifer Akers, Chris Flowers, Rosie Valdez, Colton Gilbert, and Christy Armbrust

**Professional Development** –

 - great with the Department of Education

**Fall Conference 2015** – Jennifer Alaquinez

 - more PD sessions than offered in the last seven years

 - trying to get more colleges involved

 - September 10-12, 2015

 - year after will be in Eureka Springs, AR

 - remember that no PD credit can be given before 3:30

**Immediate Past President** – Helen Strickland

 - she now understands process of remaining on the Exec Council

 - important to pass information on to the next person and officers

 - Tim has done a good job with summer conference

 - we have a new Exec Director, Callie Ham

 - you might find her annoying sometimes but she wants to make sure things get done

**President** – Peerbolte

 -wants to clear up AAA

 - make lots of progress under his leadership

 - Superintendent’s meeting in August; ACTAA will be in attendance

**1st VP** – Alaquinez

 - see above

**1st VP Elect** – Beith

 - Tim interrupts with gas

 - family emergency

 - Exec sent flowers to the hospital

**Recording Secretary** – Gilbert

 - keep my fingers in mind when you speak

 - in some weird way, I actually enjoy this job

**High School Rep** – Valentine

 -nothing new to report

**College Rep** – Dr. Blakey (for John Gale)

 - made a pact, in UCA faculty, to support ACTAA any way they can

 - making themselves available for things

 - John Gale recruited in Thespians

 - if your college professor isn’t involved then get them

**Exec Treasurer** – Akers

 - has Treasury report available for anyone that wants it

 - explained why miscellaneous balance was so high

 - wants to get rid of PayPal because the fees are extremely too high

 - renewed the mailbox in Little Rock

 - membership services are paid through 2018

**Exec Director** – Ham

 - working on wrapping up summer conference stuff

 - sends letter to administrators thanking them for allowing you to work for ACTAA

 - Constitutional Revision Committee needs members

 + amendments must be at Fall Conference

 + transparency dictates we need this committee filled

 - still learning this position

 - Callie is apparently the Spreadsheet Queen (per Jennifer Akers)

 - echoed that inactive committees need to join and work in committees

**Webmaster** – Sawyer

 - going to send out an email about PayPal

 - will have to take PayPal out of the website as well

 - paid up for several years and have saved the association money

 - Hannah can send emails for members who need a mass blast

 + Callie, Colton, Brandon, and Jennifer can all email out as well

 - we might have to share rooms; conversation on Facebook page will be available

Kim Stanley stated this will be the first year we will not have the Baylor workshop

 - if anyone wants to take it over Dr. English’s email can be sent to you

 - Tim volunteered to host at Greenwood for NW AR

Casey Griffith spoke to receiving nominations for Teacher of the Year, Administrator of the Year, and Spirit of ACTAA award

 - please send these nominations to Casey Griffith

 - 1st VP Elect Elect – Rosie Valdez and Martene Mourning

President Peerbolte adjourned the meeting at 10:23 am nmn

**Exec Council Meeting 7/14**

President Peerbolte called the meeting to order at 12:16

Body began by discussing Professional Standards Committee

 - we need more attendance from people based in dance and theatre

- Terri Valentine suggested that W&M is something that can draw in theatre based-people

- Hannah Sawyer stated that some theatre teachers may feel left out of large chunks of association business

- Helen Strickland stated that overlooking them has happened over the last 22 years

- Peerbolte is bouncing around the idea of a One Act Festival of some sort

- John Gale stated that a focus group for theatre teachers can voice their concerns or brainstorm

- Callie Ham stated that we could create an Ad Hoc Committee comprised of theatre teachers to air out their viewpoints; the forum could be run opposite the TOC discussion

- Terri could be the Exec Council rep that puts the committee together

+ It was moved by Akers that Terri Valentine spearhead the construction (seconded by Hannah Sawyer)

**Demo Day** – Jannetta forgot to tell us she is doing Demo Day

 - she needs to secure the performers (HUGE TASK)

 - Rosie has emailed TOC winners to Carney so she can start recruitment

- Mandy, Marianne, and Micah Qualls made up the committee with Carney and Alaquinez last year

- need to find two more people for Demo Day

- Hannah Sawyer stated that Micah Qualls would be a good person to save the day

- It was stated that missing members from Exec Council need to be informed of changes

- Tim would like more than a two-person committee; Akers is going to email other names that are given to the committee

 - Akers is going to email her committee about other people whose name may come up

 - suggestions will be sent directly to the committee

 - Terri stated Callie needs to explain her job, in depth

 - Callie will submit her resignation pending her replacement as found by the committee

**Publicity and Promotions** –

 - Brandon has designed a water bottle for Fall Conference

 - what if we did a button for sell at different tournament

 + 100 buttons for $36 (ACTAA would host a table at the tournament)

 + money made would go to button

- John Gale moved to allot $200 for this committee to decorate tables at Fall Conference

 + Seconded by Valentine; voted on and passed by Exec

**Constitutional Revisionist Committee** –

 - Micah Qualls has been recruited

 - going to start working on amendments to Constitution

**Things before Fall Conference** –

 - TOC guidelines document

 - Amendments

**Mailouts** –

 - joint ACTAA mailout that includes Demo Day

 - they need to go out to member and non member schools

Meeting adjourned by President Peerbolte at 1:04 pm