Executive Council Meeting

April 13, 2014

Cabot High School

1. Call to Order – Madame President called to the meeting to order at 1:19. All members reviewed the copies of minutes that were distributed upon arrival.
2. Minutes – Peerbolte moved to accept the minutes and Sawyer seconded. Minutes were accepted.
3. Officer Reports
	1. President – Tucker is pleased with the work we have done on professional development opportunities and our communication with administrators.
	2. 1st Vice President – Strickland and Tucker will be discussing the summer conference schedule, speakers, and professional development opportunities. Conference will be July 13 – 15. Strickland spent her free time at TOC recruiting new committee members for next year. She still needs people to help with Student Congress and has some concern with Demo Day. Micah Qualls will be chair of Demo Day, followed by Jannetta Carney and then Rita Johnson. Tiffany Tucker was mentioned as a possible new member. Jennifer Alaquinez also volunteered to be on this committee. We are also adding Ian Galloway to the Ethical Practices committee. Strickland would like to discuss the new Secondary School representative on the Executive Council, recommending Melinda Beith. Council approved this nomination, naming her the new Secondary representative.
	3. 2nd Vice President – Carney is working on the calendar as well as a Word document. She asked that we ask members to send tournament dates earlier so that we can all have our travel calendars in to administration before the end of the school year. Most of the secured dates are already on the Google calendar. Richardson looked at the Constitution for clarification on precedence for securing tournament dates. An established tournament will be a tournament that occurred the previous school year who is wanting to keep the same weekend the next school year, as in the number weekend (1st, 2nd, etc) versus the exact date. Tournament dates should be submitted beginning January 1st and should be in by the end of TOC.
	4. 1st Vice President-elect – Peerbolt is glad that Higdem is working with him. He wants a big name speaker this year. He has some good feelers out, but has not secured one. One thing that he was presented with is that we want to have a more formal dinner. Casual elegance will be the dinner attire. Tucker will be wearing a tiara and requested some time in the schedule to dress for dinner. We are also looking at some activities to do at the mountain when we cannot have professional development. Richardson reminded Peerbolte that dinner is a PD opportunity. We have paid for their travel fees in the past and could do that again this year. He will send lunch options for food at a later date. Sawyer asked when we last changed the conference prices. Richardson said that they have been at the current $90 since 2011. We are all well-award that we may go over our budget this year. Go big or go home. Peerbolte is looking for ideas for PD now. Sawyer suggested that AAA hold a PD session to review policies and divisions. Akers also suggested NFL PD explaining the organization, entering points, etc. Chris Flowers and Rosie Valdez have volunteered for this.
	5. 1st Vice President-elect-elect – Alaquinez will be holding fall conference in 2015 the first full week in September after labor day at the Red Apple Inn in Heber Springs. She would like for her Stepmother to be the speaker. She will talk about inspiration, so Jennifer is looking for a theme that aligns with her presentation. Finding Inspiration? Let Inspiration Find You?
	6. 2nd Vice President-elect – this position will be filled in the fall
	7. Executive Director – Richardson had a difficult time getting our deposit back from Holiday Inn Fort Smith. As long as it is privately owned as it is, we will not return to this location. We had a couple of students who trespassed in the Capitol at Student Congress. The situation was handled.
	8. Executive Treasurer – Akers brought financial reports for the council to review. She is now using Quicken to handle our books. Several years ago, Jane Balgavy asked that we add a $5 charge to fund the coaches’ lounge. This was left off this year. Akers asked if this needed to be added back this year since we brought in so much money. ACTAA made plenty of money on TOC this year, so, in the future, paying for Joy of Tournaments should not be a problem. When we bring in money at fall conference, we need to find a way to separate all of the money out so that we can categorize it in Quicken. Peerbolte suggested we consult an accountant. Richardson would like to upgrade our member management website, which would possibly take care of this. Sawyer said that our website is very cost effective considering our needs.
	9. Recording Secretary – taking notes. We’re good.
	10. College Representative – John Gale wants to involve colleges more.
	11. Lifetime Member Representative – Jane Balgavy
	12. Web master – Hannah Sawyer warned us about the current issue with online security. She will send out a reminder soon for members to change their PayPal account passwords to remain secure.
	13. Professional Development Coordinator – Tucker conducted an online survey and shared the results. Rosie and Chris have volunteered to run a workshop on NFL events. We also need some PD on Joy of Tournaments. Ta-niesha Marshall has offered to do a workshop on IPDA debate. How do we get more participation from our college members? Richardson said that Tucker needed to goose John more to get colleges and universities involved. Tucker declined the suggestion, but still wants to find new ways to meet the needs of our college members. College awareness hour? How about colleges outside of Arkansas? How can we better prepare our students?
	14. Archivist – online archives begins in the fall of 2011. TOC chair should send TOC winners to the webmaster to be posted to the website. It was recommended that Sara continue to keep a hard copy of results to be safe. She is working in displays for the 75th anniversary. Sara has an idea…what if all retirees clean out their books for a table at convention for other teachers who do not have resources. Can we all do that? Hannah found the pictures of the brainstorming session two years ago, which made Mary feel a lot better about herself. If we charge $1 a book, we could use for scholarship, or perhaps a suggested donation. We had a quick selfie session at this point. Sara will send this idea out through list serve. Books can be dropped off at summer workshop. Leftover books will be door prizes. Sara did not have an archival moment today.
	15. Journal Editor – we need one of these
	16. Immediate Past President – Mary discussed some of the items later on the agenda. She proposed that we upgrade our member management site, an increase from $250 to $500. Mary made the motion. Jennifer seconded it. The motion passed. Oral communications committee has not met. Richardson suggested that we do not repeat our attendance at the administrator conference. Mary cannot attend the AEA summer conference. We should have the display table and free stuff to hand out, but no students this year. We have not had many constitutional revisions this year, but we do have a few that Mary will work on before summer conference. Helen will send these revisions to Mary.
4. Permanent Standing Committees
	1. Audit
	2. Scholarship– scholarship winners are on the website
	3. Tournament of Champion – Jannetta wants to discuss Words and Music. She brought TOC reports to handout. The council believes that the solution needs to be to clarify and educate on the new rules. This also needs to be discussed at Summer meeting, with the clarified rules being voted on again at fall conference. Do we need to bring another lawyer to conference this fall? Strickland would like for the Tournament Advisory Committee to meet with TOC Committee to work these issues out.
	4. Student Congress
	5. Demonstration Day
5. Permanent Special Committees
	1. Publicity and Promotion – Brandon Higdem reported on behalf of publicity and promotion. We have used the new table clothes and display board, which were lovely. Work is being done on fall conference, including the logo. One of Higdem’s biggest concerns for fall conference is his budget. $2000 has been set aside for fall conference. This money is budgeted for items specifically for this conference. Items that will be used in the future will come out of a different budget. Richardson discussed the summer mail-out and asked if Higdem would create a post card reminding teachers of membership and fall conference to be added to this mail-out to AAA teachers. Student Congress, Demo Day, Fall Conference, and Membership are all reminders that need to go in the mailout. Can we get these out before school is out? Higdem suggested a 5x7 postcard that you could clamp on a refridge. His lively description also included descriptive gestures that really helped to illustrate the reception of this postcard. Suggested items for the postcard: logo, upcoming dates for major ACTAA events. Could this also be a magnet? For the refridge? Richardson does like the community feeling of the bug summer mailout. Shared paper cuts and stick-on label frustration really bring us all together. Sawyer suggested that maybe we do another community activity, like fall conference goodie bags or centerpieces. Peerbolte suggested the possibility of sending several small postcards as these events arise. Higdem is going to price these options on VistaPrint. Could we also send the pamphlet Higdem created as the summer mailout. Peerbolte suggested that we check prices on smartpress.com. Richardson has an example of a mail-out she received this summer to pass around. Higdem asked about trading the conference bag for a folder. This was well-received. Sawyer and Peerbolte like anything that has a QR code. President Tucker is still interested in magnets with dates. T-shirts were discussed. Maybe something more generic. ACTAA’s got your back-ta? Higdem will pursue t-shirts, but not bumper stickers. Do we talk about lapel pins now? Sure! We are looking at these for a scholarship fundraiser. Richardson would like to sell them for $10 or more. Richardson had two questions for Higdem. Should she be responsible for name tags and brochures at Fall Conference, or should she hand that off to Higdem? We are going to look into the possibility of the printed, stick on nametags at registration to see if it is cost-effective. Brandon will be in charge of the postcard, magnets, t-shirts, folders, and mail-out brochure design. Richardson requested the video/pictures for the administrators’ conference August 4-5. Higdem has hit a dead end when it comes to having events and announcements published in the newspaper. We are going to try to get a High Profile on Helen Strickland and the 75th anniversary this fall.
	2. Recruitment and Mentoring – we are getting started with our recruitment season this week
	3. Professional Development
	4. Tournament Advisory Committee – we are working with TOC committee this summer to work. Judges have been an issue this year, but we are working on these. Peerbolte is concerned about the number of members of this committee. We’re going to try this committee as is for a year and will re-evaluate.
	5. Professional Standards
	6. Ethical Practices – Pat Treadway is working on a code of ethics that highlights the way we should communicate with one another
	7. Nominations – this committee is working on teacher, administrator, and college professor of the year
	8. Debate Topic Selection – Peerbolte is going and is taking Colton Gilbert with him. They will be presenting a paper.
	9. AR Thespians Liaison – Record attendance at State Festival this year. Festival next year will be at Russellville February 12-14.
	10. NFL Liaison – Rosie is sending a report
	11. Mock Trial Liaison – Anthony sent a report. There was a format change this year with a 2-day state tournament. There were more positive than negative comments about this change. The 2015 dates will be set next month. It will likely be either 2/27-28, 3/6-7, or 3/13-14. Mock Trial Committee has been tasked finding someone to help make sure that the competition is aligned with current curriculum standards and has asked ACTAA for help with this.
6. Special Adhoc Committees
	1. Teacher Assessment – this is happening
	2. Oral Communications
	3. Constitution Revision
7. Old Business
	1. Constitutional Revisions
	2. Strategic Plan – Mary will bring information to the summer conference
	3. TESS
	4. Scholarship
	5. Hosting Debate Topic Selection – Tim and Colton will continue to press for this. AAA can help defray costs if they are included.
	6. TOC Dress Code – this was better this year
	7. Recruitment Brochure
	8. Lapel Pin
	9. Scholarship Fund
	10. Journal – still no editor
	11. Adding NFL Events to Tournaments – up to tournament director; PD at fall conference will hopefully help with this
	12. Holiday Inn Ft. Smith
	13. List serve/Member management
	14. College Debate Tournament – Tucker is going to try to do something next spring. Richardson has spoken with her about this. Can we connect this to TOC? This would help bring colleges back into the association.
8. New Business
	1. Judging Issues
	2. Breaking even: TOC, Stu Co, Demo Day, Fall conference
	3. New names for Demo Day and Stu Co and later TOC
	4. Audit
	5. Stu Co issue
	6. Tournament Structure – How can we run debate more efficiently? Can there be a “How to run a tournament” PD? Can it be mandatory? Let’s discuss this at summer workshop or fall conference.
	7. Words and Music Revisions
	8. Addition of Public Forum/Lincoln Douglas
9. Announcements – TOC document needs to be updated to reflect IPDA qualifications and the number of entries students may enter at TOC
10. Adjournament – Tucker handed the gavel over to Strickland. Helen adjourned the meeting at 5:43.