

South Carolina College Personnel Association

Board Meeting Minutes

Date & Time: Friday, January 16, 2004 1:30pm

Location: Conference Call

Members Present: Boyd Yarbrough, Jason Cassidy, Haven Hart, Jeff Brown, Beau Seagraves, Stan Parker, Pam Havice*, Emily Burns, Steve Crudup, Brad Harmon, Kari Burns, Kristin Cooper, Tony Cawthon*, Jennie Volforte, Art Hartzog, Andrea Creech, Bob Hanley, Rhonda Mingo, Beverly McAdams*, Thwanda Davidson*, Ruby Brown-Herring. (**member not present entire time*)

Minutes from the conference call on October 24, 2003 were approved today with one minor revision.

President's Report - Boyd

Boyd welcomed Emily Burns from Midlands Tech, our new Two-Year Rep as well as Kari Burns and Kristin Cooper as the two new SPA Reps.

Other new appointments include:

Dr. Stan Parker – Private Representative from Charleston Southern University will be completing Maureen Durkin's term

Rev Jerome McCray – HBCU rep – unable to join us today due to an emergency.

ACPA Conference - registration is in progress

Carnival – Jeff will be coordinating the Carnival display. What are SCCPA's thoughts? – Bob mentioned items involving the Palmetto tree; Jennie mentioned items including smiley faces; Stan mentioned black pens with the silver palmetto logo; **Jeff asked that any other ideas be e-mailed to Jeff.**

\$300 is the budgeted amount.

Those attending – Jeff, Jennie, Kristin, Steve, Kari, Beau, Jason, Boyd

Statement on Convention Culture – Statement coming from several ACPA commissions. Boyd asked that we read this statement and what the Board's feedback was regarding the statement. Boyd asked for a motion to endorse the document as a state organization. Steve moved to contact the standing committee for men and woman and ask what we can do as a state organization to support the issue. We will move forward with endorsing as a Board on behalf

of the membership. Jennie and Brad will also inform the membership through the newsletter.

Palmetto Practitioner Co-Editors – Tony and Pam

They received 8 pieces and 4 have been reviewed. The first issue will be going on-line by the end of the month. They thank everyone for submitting and encouraging those to submit.

Spring Conference – Andrea and Rhonda

The tentative schedule is out. Charlie Fitzsimmons will be returning. Dinner on Thursday night will now be Dutch treat. Lunch will be provided both Friday and Saturday. There will be three programs per session. Andrea and Rhonda have set goals for attendance. Note dates and times for the Board Meeting at conference – Thursday, April 24 and Saturday, April 26 – this will include new board members. Boyd has encouraged everyone to make plans to be at both meetings.

President Elect – Jason

Jason is working on the website and connecting with Linda to get access to the website. Jason reported that Amanda is working on pins that would be used for conferences, give-aways, etc.

Past President – Haven

Elections – Nominations are being solicited. Deadline is February 6 for nominations. Haven and committee will then be collection biography information. We will be using an on-line election system. Target date for ballot is February. 16. Please consider nominating people for positions.

Secretary – Jeff

Thanks to everyone for their update information in the Policies and Procedure manual. Please make sure to read it! Also, let Jeff know of any errors or inaccuracies that exist.

Membership – Beau

Student membership has increased greatly since this time last year. Beau shared his new report format.

Andrea, Ruby, and Stan expressed interest in assisting Boyd in sorting out the list-serv policy

Budget – Beau

Beau reported on the budget. We are on track to meet our goal for revenue. Paid out \$1,000 for the conference to Converse. Beau has also looked into buying another CD; however interest rates are so low that the income is rather insignificant. Boyd asked if there were any proposals as to an amount of money to set aside for a CD. Bob Hanley reported that Aramark and Sodexo are committed to their usually \$1,000 and \$500 donations respectively for the conference. Beau moved that we support purchasing a \$2,000 6-month CD. Bob seconded the motion. There were no objections. **Beau will take action on this.**

Clemson SPA Rep – Kari

There has been one SPA meeting this year. New officers have stepped into place. Cookbooks and T-shirt sales were very successful.

USC SPA Rep – Kristin

Have not been able to get group together this year. Hosting GSFF at the end of the month at USC.

At Large Rep – Steve

Everyone should have received the membership survey analysis. Please take a look at it. The on-line version seemed successful. The Board expressed that the information and format were very helpful. **Jeff will be sending the membership survey information to the new members.**

Clemson Faculty Rep – No report

USC Faculty Rep – No report

Awards – Ruby

22 nominations for the 15 awards. Please keep names secret until the conference at Myrtle Beach.

Publications – Jennie and Brad

The next printed newsletter will go out the last week of January. **Any ideas about the newsletter please send to Brad and Jennie.** The next electronic version will go out late March. Jennie solicited schools that we can target that may not have any SCCPA members. **Boyd is going to craft a letter to accompany the newsletter.**

Development – Bob

Donations from Sodexo and Aramark have been secured. See budget report above. Steve mentioned Collegiate Concepts, Timbernest, and All Dorm as possible donors. Jennie also mentioned Southwest Contract as a possible donor. Haven mentioned Jostens. Bob will be making contact with these companies.

Historian – Art

Art has no history. Art is continuing to collect stuff on the history of SCCPA. **Will be rewriting the history that Art Farlowe wrote before spring conference.**

Human Diversity – Beverly and Thwanda

Thwanda reported that they made contact with six institutions that have interest in SCCPA. Voorhees College, SC State, Coker, Allen were among the six. Thwanda is working with Beau in establishing membership. Possibly working on a display for the conference on diversity/diversity issues.

Admin Asst Conf – Thwanda

Conference will be March 26 at Furman University. All the workshops are filled. Sessions on Customer Service, Supervision, Legal Issue, and Juggling Responsibilities will be presented. Work continues on the conference.

Announcements

SEAHO (Southeastern Association of Housing Officers) – Feb 17-20 at Hilton Head, SC

Hazing Prevention & Eradication: Beyond the Basics – Feb 24 1-2:20pm.

The next SCCPA Board Meeting will at Anderson College. The date will be announced soon. **Boyd, Jeff and Bob will be coordinating and notifying.**

Meeting was adjourned at 3:20pm.

Respectively submitted,

Jeff Brown

SCCPA Secretary