

## **MOSAC<sup>2</sup> Board Meeting April 14, 2005**

**Columbia, Missouri  
Center for Policy & Research**

**Present:** Jeff Buehler, Laurie McTeamen, Harry Kujath, Michelle Ruffin, Vicki Stein, Shayla Hale, Jayne McBride, Jana Ming, Sandra Pratt, Pam Osman, Lindsey Hutsell, Heather Otto, Leanne Cantu, Robin Granger, Miguel Jarimillo, Shauna Lange,

**Absent:** Mary Ellen Ponder, Sandra Turner, Vince Vento, Debbie Ervay

Meeting called to order at 10:13 a.m. A quorum was present.

### **Introductions**

Jeff introduced the new Webmaster, Alicia Riner

Alicia spoke briefly about ideas for updating our website

Board shared ideas to make it more user friendly.

Alicia asked for board members to send her their bios April 29, 2005. ([Alicia.ringer@dese.mo.gov](mailto:Alicia.ringer@dese.mo.gov))

Review and Approval of Minutes from January

Meeting dates for the DC challenge May 17-18, 2005 change from May 14-15, 2004

Meeting minutes stand approved as corrected.

### **President's Report – Jeff Buehler**

- \* Jeff informed board the Vince Vento submitted his resignation at the end of his contract, April 30, 2005.
- \* Jeff updated board on events that took place regarding the time audit and the roles and responsibilities with the Executive Director position and how money is being allocated. The board wanted to know what this position's roles and responsibilities and amount of time being spent on MOSAC<sup>2</sup> and MOARC.
- \* Vince made the decision not to continue with his responsibility of Executive Director for MOSAC<sup>2</sup>.
- \* Board discussed history of hiring an Executive Director and the previous responsibilities of this position.
- \* Board discussed designing the roles and responsibilities of the Executive Director position and the MOSAC<sup>2</sup>'s focus is going to be.
- \* Board discussed creating a timeline of deciding whether or not to hire another Executive Director or to outsource certain responsibilities of this position.
- \* Board discussed having a special recognition for Vince to pay tribute to him for everything that he has done for MOSAC<sup>2</sup>. Vince has done a tremendous job rebuilding bridges and forming new relationships on behalf of MOSAC<sup>2</sup>
- \* Harry shared with the board that Vince had planned on retiring in June 2006.
- \* Board discussed responsibilities for MOARC and how to handle the coordination of MOARC until the end of the contract (June 2005). Board discussed Shirley Flath's role in MOARC.
- \* Board discussed having one person serve as MOSAC<sup>2</sup> Executive Director and one person to head up MOARC.
- \* Shirley Flath, MOARC, shared with Jeff some things to improve support from MOSAC<sup>2</sup> to her efforts with MOARC.  
She shared that there needed to be improved communication between MOCARC and the After School Network, who would be the credentialing body for the Youth Development Credential, consultants needing a budget to attend conferences and conduct trainings.

- \* Board discussed who would serve as the credentialing body for the Youth Development Credential.

Jeff shared with the board the list of items that Vince had given him that are in need of immediate attention.

### **NAA Affiliate Discussion**

- \* Jeff shared with the board discussion that took place regarding the discussion of 20% for the dues.
- \* MOSAC<sup>2</sup> had 431 members as of January.
- \* Our average membership fee is \$38.08
- \* NAA is asking for 20% of our membership fee
- \* MOSAC<sup>2</sup> would owe \$3283 for 2004 membership
- \* Laurie shared with the board that we paid \$2730 for dues for 2003.
- \* Jeff shared with the board a letter of commitment that NAA is asking us to sign regarding membership to NAA.
- \* Jeff shared the Memorandum of Understanding that MOSAC<sup>2</sup> is to sign agreeing to the 20% NAA dues.

Motion: Vick Stein moved that we sign the Memorandum of Understanding. Jana Ming seconded. Motion carries.

### **Report from NAA conference-affiliate meetings**

- \* Jeff shared with the board that there will be an Affiliate Summit for NAA in Chicago in July 27-28, 2005. Jeff asked if anyone on the board of directors was interested in attending. NAA is looking for 2-3 people from each region to attend the summit. Missouri is in the South Central Region which will have 1 representative that will serve on the NAA Board of Directors. There is an application that will need to be completed, see NAA website. Leanne Cantu expressed and interest in attending.

NAA Letter of Commitment discussion

**Motion: Shayla Hale moved that MOSAC<sup>2</sup> sign the Letter of Commitment. Sandra Pratt seconded. Motion carries.**

MOSAC<sup>2</sup>'s Restructuring Plan

- \* Board discussed the roles and responsibilities of the Executive Director position.
  - Office
  - MOSAIC
  - Grants
  - Representation

### **Grants, Updates and Timelines**

- \* ARC roll-over funds from previous grant discussion
  - Vicki suggested that these monies be used for scholarships for staff to pursue the Youth Development Credential.
  - Board discussed whether money left over being split 50% between MOSAC<sup>2</sup> and MOARC would continue or whether or not all the monies would go back into MOARC.
  - Board discussed the possibility of starting an endowment for scholarships and using it for MOSAC<sup>2</sup> Conferences and Youth Development Credential. Shayla Hale will look into the money amount required to start an endowment. Discussion tabled.

## **2005 Conference**

Topic of discussion and vote – the charging of conference fees to those volunteers who spend their time running the event, which prevents them from attending the conference's sessions.

Board discussed pros and cons of scholar shipping a certain number of conference planning committee members to this year's conference.

- \* Board discussed giving the conference committee chairperson the ability to select themselves and 9 other people on the committee to be scholar shipped into the conference.
- \* Board also discussed having conference committee persons to pay a set amount for meals.
- \* Board discussed giving a certain amount of scholarship dollars for committee members to apply for whose organization may not be able to afford to pay their registration.
- \* Jana Ming suggested that the board figure out how much money food costs and charging those committee members for the actual cost rather than the entire cost of the conference.

## **Fall Conference Report** (see attachment A)

- \* Laurie McTeamen shared the 2004 Fall Conference Report

**Motion: Jana Ming moved that MOSAC<sup>2</sup> waive the registration fee for up to 10 conference committee members and reexamine it for next year's conference. Leanne Cantu seconded. Discussion.**

**Amendment to the Motion: the amendment is up to 10 chosen by the conference chairperson. Shayla Hale seconded. Amendment carries.**

**Motion carries.**

Treasurer's Report – Laurie McTeamen (see attachment B)

Laurie shared with the board the 1<sup>st</sup> Quarter Treasurer's Report

Laurie shared that the taxes and compilation report for 2004 financials is being completed by Cummings, Oberkfell and Reston of St. Louis.

Laurie shared with the board that if we wanted a true audit for MOSAC<sup>2</sup> and MOARC would cost \$2,000 for each audit. The compilation report cost MOSAC<sup>2</sup> \$750.

Laurie wanted to share with the board that MOSAC<sup>2</sup> is utilizing two former board members to handle MOSAC<sup>2</sup> merchandising. Board briefly discussed any possible conflict.

## New Business

- \* Recognition for Vince Vento for his contributions
- \* Additional Board Meeting Date to discuss restructuring of MOSAC<sup>2</sup>  
Board will be meeting on Tuesday, May 3, 2005, at 10:00 am in Columbia, Missouri. Jeff will email board specific location.

## **Executive Director Responsibilities**

Board divided up major responsibilities for the immediate future.

Meeting adjourned at 2:24 p.m.