

ICTA Board meeting
February 10, 2009
Capital Area Career System, Springfield, Illinois
Minutes

1. Ron Pieper called the meeting to order at 4:40 p.m.
2. In attendance were the following members: Ron Pieper; Rob Knutson; Carol Leach; Joyce Taylor; Brenda Yates; Betty Musgrave; Mary Stouffer; Dan Kreidler; Sean McLaughlin; Cindy Stover; Rebecca Woodhull; Kathy Watkins; Cyndie Garcia; Dian Albert; Susan Hanfland; Don Smoot; Lance Copes; Kim Smallwood.
3. Ron Pieper disseminated the agenda and stated that he had no additions or changes to present.

Motion: Adopt the agenda as presented.

Kathy Watkins / Lance Copes

Motion carried.

4. Ron directed everyone to review the minutes from the October 2008 Board meeting.

Motion: Approve the October 15, 2008 minutes as printed.

Don Smoot / Cyndie Garcia

Motion carried.

5. Rob Knutson disseminated the treasurer's report. He explained that the spreadsheet which he handed out included deposits for membership dues. He compared the membership numbers for this year with the membership last year at this time and the membership is up. We are up 11 members from a year ago. This translates into more income for the organization. He added that some months we collect more dues than others. In addition, according to the budget projections we made last June, we have collected 71% of what we projected for revenue. The largest expenses will be Pam Weber's check for legislative consulting. Rob is looking at rates for CD's but currently rates are still very low. He will bring a recommendation regarding investments to the board at a later date. Jeff Jerdee recommended scaffolding the cd's. Rob talked briefly about obtaining 501C3 status which generated discussion. The consensus of the group was that ICTA could not obtain that status, because IACTE already has that status. Rob was directed to check into it and report back at the next meeting.

Motion: Accept the treasurer's report as presented.

Mary Stouffer/ Sean Mclaughlin

Motion carried.

6. The next item on the agenda was reports from various organizations.
 - a) *SDLC Update:* Mary Jo Woods provided a report earlier in the day and had nothing more to add.
 - b) *AVDC Update:* Dian Albert reported that Mark Williams encouraged the AVDC council to do strategic planning. Roger Sanders and Judy Judy helped facilitate the process. The focus was on leadership; communications; operational functions; and capacity building. The council developed essential questions under each of the concepts and then ideas under each. They will come up with a report resulting in an action plan sometime in April.
 - c) *IACTE Update:* Tom Hott was unable to attend the meeting however, he made arrangements for the networking dinner.
 - d) *ISBE Update:* Mark Williams did not attend due to illness.
7. Committee Reports:
 - a) *Membership:* Dan Kreidler reported that ICTA now has 152 members which is an increase over last year. The membership committee is developing a brochure and he provided a draft. Carol Leach suggested that they talk with Mark Pflieger who created a membership brochure several years ago. Dan will pursue this further and develop a marketing piece. When asked if anyone joined ICTA to get a reduction in the workshop fee, Dan said that 3 non-members registered and one individual paid the extra and joined ICTA.
 - b) *Legislative:* Cindy Garcia reported that legislative Day is scheduled for February 26, 2009 at the Capital in Springfield. All of the tables available for displays are full and half of them are community colleges. Katrina Paddick is still requesting success stories and everyone is encouraged to make their own appointments with legislators. Cindy added that the National Policy Seminar will be in early March and she would like to know who is going. Other issues, Cyndie reported that last week was last day to move forward on legislation for eligibility for construction funds for AVC's. She also encouraged everyone to send letters to legislators if a CTE program closes due to a lack of a teacher.
 - c) *Communications:* Joyce stated that they still need to update the board of Directors list on the ICTA website. The group identified the new ICTA reps as: Cindy Stover - AVDC rep - 2011; Don Smoot Region 1 rep; and Mary Jo Woods- SDLC representative. Joyce added that any articles for the website should be sent to her.

d) Awards: Carol Leach disseminated a draft of the ICTA awards nominations forms. She explained that the process is that awards applications are submitted to ICTA the first year and the following year a lengthier application is completed and submitted to IACTE. The categories are consistent with IACTE categories. The packets are available on-line and this should be a simpler application. Whoever is nominating the person should submit this form, two letters of recommendation and a resume. These are due to Carol Leach by April 1st. The IACTE application requires more work. Cindy Stover suggested that the website be listed on the form so people could get additional packets. Nominees need to be ICTA members. The group considered revising the various categories on the nomination form. Cindy Stover clarified the categories. "Friend of ICTA" doesn't have to be a member of ICTA, but the others do. Carol will drop the teacher category from the nomination form and it was suggested that it should state on the nomination form which category requires membership in ICTA and which do not. Cindy Stover reminded the group that individuals nominated must be a member in ICTA for 5 years in order to move them forward to IACTE award. Nominations should be sent to Carol Leach

Motion: Give Carol Leach authority to select nominations for IACTE awards.

Kathy Watkins/ Cyndie Garcia Motion carried.

e) Professional Development: Ron Pieper began the discussion on professional development by saying that two workshops/administrator academies were better and easier to do than three and this year we have done two. Mary Stouffer and Dan Kreidler helped with these. Kathy Watkins suggested that we might want to consider a workshop with administrator academy credit in the spring for people who delay meeting their requirement and she suggested that ICTA offer three workshops per year. Mary Stouffer stated that 44 are registered for the Digital Leader Workshop scheduled for tomorrow, but the August workshop was not as well attended. Mary added that organizing the August workshop was harder to do because so many people are still on vacation or gearing up for the start of school. The consensus of the group was that September and March were good months for future administrator academies. Jeff Jerdee suggested having one above I-80. Ron recommended that a committee review this and he will identify members for this committee.

8. Other

a) Request from IBEA: Ron reported that he received an offer of some money from Kathy Caruthers of IBEA to use for advocacy efforts. They want to contribute towards legislative efforts. This would be considered a donation to ICTA

Motion: Accept donation from IBEA.

Sean McLaughlin / Kathy Watkins Motion carried.

b) ICTA Social at IACTE: Lance Copes suggested that ICTA provide a social to promote the affiliate to potential administrators. He added that IACTE allots time during the conference for socials to network. Lance looked into the cost of a suite and it is 3-4 times the room rate. If no one else books the suite there is 90% chance that we could get it for conference rate. The social would be a way to market ICTA to potential administrators. Jeff Jerdee suggested having a sponsor. Don Smoot said that TREES might be able to pay for a suite for one night. Lance will work on this.

c) IOES Update: Rebecca Woodhull provided information on IOES.

d) Next meeting date: Ron will establish meeting date and time at Connections Conference.

e) Legislative Consultant Contract: Ron reminded the group that we needed to approve the contract for Pam Weber to continue to serve as Legislative Consultant

Motion: Approve Pam Weber's Contract as legislative consultant for current fiscal year.

Susan Hanfland /Cyndie Garcia Motion carried.

Ron had no further information and no further business to discuss.

Motion: Adjourn the meeting.

Lance Copes /Cyndie Garcia Motion carried.

The meeting adjourned at 5:53 p.m.

Respectfully submitted, Joyce Taylor, secretary