**Georgia Student Information Systems**

**(GSIS) Users Group**

Board Meeting Minutes

August 27, 2015

**Time: 6:12 P.M.**

**Members present:**

Twanda Banks, Theresa Beckum, Flora Contreras, Denise Epperson, Debra Flanders, Samantha Mimbs, Donna Moseley, Carolyn Oliver, Jesse Peavy, Steve Phillips, Anna Tarleton, and Priscilla Willis

1. ***Opening (Theresa Beckum)***

Welcome Samantha – Everyone welcomed Samantha to the group

1. ***Minutes from last meeting***

The President asked for the minutes from the last meeting. It was decided that we would wait until the next meeting to go over the minutes from May 2015

1. ***Financial Report – Donna Moseley***

As of August 24th we have a balance of 14,860.32 in the checking account

$3,000 was deposited by Anna at 2:00 p.m., today. This is not included in the $14,860.32

$45,328.59 Money Market Account Balance

Paid out 749.85 for board members travel for the last meeting (May)

Paid Regonline $49.70 (7/20/2015)

All checks have been cleared with the exception of Trion County ($135.00)

Total spent from May to today $799.65

Credits totaling $3,380.00

Accepted and Motioned: Carolyn Oliver – 2nd Debra Flanders. The body agreed.

1. ***Corporate***

***What sponsors?*** We have Vendors: PowerSchool, SunGuard, Tyler and EdGear

 Priscilla indicated that Cherokee County is going with Aspen. If possible we would like for Christina Clayton and her group to present. Christina told Priscilla that they would do whatever to help out at GSIS

PowerSchool is going to do the 15 minutes lunch (Amy Cobb)

We are hoping to put all of the vendors downstairs this year

 **How many Vendors have registered? 4 - see names above**

 **Ideas for ensuring attendees visit exhibitors?**Theresa, indicated that we probably need to come up with a plan to ensure that our Attendees visit the Vendors booths. Last year we built into the schedule vendor time. Carolyn, suggested that we give the Vendors tickets for door prizes. Denise asked what would we do if the Vendors leave their tables and the tickets are visible to Attendees that are passing by? Carolyn answered by saying that we should tell the vendors if you leave your booth please put the tickets up. But it was just an idea. Jesse, Flora and Twanda also provided suggestions on vendors having door prize tickets. Denise suggested that we give each vendor a different color gel pen so they could put their initials on the tickets. Much discussion took place. Theresa suggested that we think about the entire proposals and suggestions that were given and we will make definite plans at our next meeting.

Theresa asked do anyone have any ideas regarding selling ads for our conference via vendors or somewhere else. Anna stated that this information is posted on the sponsorship page. We only had one person to pay for that last year. Carolyn stated, we need to contact the Education Foundation, which got the door prizes for Levette for the Data Collections Conference. She will speak with Levette about it tomorrow. Carolyn also stated that Data Collections Attendees informed her that we had better prizes at GSIS, with the exception of the pink flamingo (lol) Carol suggested that we send emails out to the businesses in Savannah regarding Ads, and not charge them what we are charging our sponsors. Theresa stated, we might not want to ask for a full or half size pages because we need to balance it with the additional pages to print for the programs. We might want to think about business card size Ads. If we do business card size ads and put 30 on a page that will be too small.

Debra suggested we charge $25 for the Ad. We will need the Ad in jpeg format. We need to look at how much our programs cost to get an idea of how much we should charge for the Ads to ensure that we will make a profit. Denise stated that we also need to figure out if the Ads will be in color because Colored pages will cost more. We can’t move forward until we find out how much a page will cost. Theresa will check on the pricing.

1. ***Public Relations***

 ***All board members registered?*** All Board Members are Registered and have their rooms.

(Priscilla) On that Tuesday we have a block of approximately 140 rooms, because we ran out of rooms last year.

 ***How many presenters registered?* –**

We have 11 presenters but some of them are Board Members. Denise have sent emails to previous presenters inviting them to present this year.

Priscilla and Flora informed us that they spoke with Christy and she has agreed to present on GOFAR

Debra will contact Bob.

 ***FAQ’s on GSIS website?*** Anna put it on the GSIS Website

 ***By-Law changes update?*** Theresa informed us that the By-Laws has been updated and they are on the website.

 ***GSIS map*** – Anna has updated the MAP.

The Board Members would like to get the name of the person that won the free Registration for GSIS. The winner will be displayed on the GSIS website.

Flora is working on a new newsletter for September. Anna asked Flora was their any guidance on the Certificate regarding how to redeem it for the free registration. The answer was “No”. Carolyn stated that she believes that she would be able to recognize the guy tomorrow if she sees him. Anna would like for him to email her.

1. ***Conference***

***Any updates?*** No updates

***Insurance?*** (Jesse) Increase and liability up to $3 million, last year we were able to get by on what we had because we had already booked the conference. But this year, he felt that we could get a better deal with D&Os and do a liability with a different company. It will cover our meetings and the conference. Jesse told us pretty much the same thing that Carolyn discussed with us in May. However, if we went with the D&O policy we would have to change our by-laws and make everyone a D&O. Theresa asked, “=What would be the cheapest for the Board”? Jesse stated, “right now the D&O and liability are combined for $1mil, but we have to bump it up to $3mil. Carolyn reminded us that we would lose the contents of what we have in storage at Jesse’s home in the event of a tornado or etc. The D&O is about $700-750 and the conference is around $2000 according to Jesse. It’s going to be a higher cost than what we had in the past, but we have more conference center coverage. A question was asked what would happen if GSIS is mentioned in a lawsuit. Jesse will double check with the Representative. He said the Rep would come and meet with us if needed. Theresa told Jesse to invite the Rep to our next meeting.

1. ***Advocacy***

***Any updates?*** Theresa stated that she was talking to Levette today regarding Data Clerks being put on the Allotment Sheets so the state could help fund their salaries (Certification for Data Clerks). Levette stated that it could not come from her it would have to come from the Districts and now would be a good time to ask. Discussion from Board members took place regarding this issue. Theresa asked, “Does anyone know where we would start”? The last time we did this Noralee started it. Carolyn will ask her about it.

***Blog?***

We do have an Advocacy BLOG but there is nothing on it. It needs to be updated

***Embedded Courses for CTAE***… (not sure if it goes here) It will be covered at the conference

1. ***Old news – Committee Update –***

There is a new Committee Update, it is just minor changes. Samantha has been added to the Advocacy Committee

***Next Meeting:*** *Previously Samantha was asked if we could meet at Monroe County.* ***Projected Date:*** *September 29th at 10:00 A.M.*

1. Adjourn -Motioned by Debra, 2nd by Denise. The Body agreed.

Meeting was adjourned at 7:23 P.M.