

AR-CEC Board Meeting

February 2, 2016

Attendees: Kim Davis, President; Courtney Williams, Vice President; Leslie Rush, SCEC Faculty Advisor and Conference Liaison; Elizabeth Churchman, Elected Rep; Susie Baker, Awards Chair; Melanie Crider, President-Elect, Communications Chair; Rhonda Daniel, CAN Rep.; Rose Merry Kirkpatrick, Historian; Angela Winfield, AR-CASE Subdivision President

Call to Order: Meeting was called to order by President Kimberly Davis at 9:15 a.m.

Reading of the minutes: The minutes were read by Melanie Crider. Kim moved and Rhonda seconded that minutes be approved. Motion carried.

Old Business

- a. Rose Merry reported that her office replaced their copying machine and it has the archival scanning option, which is the format the historical society recommends. An administrative assistant is helping scan. She asked that everyone bring boxes to her to be scanned. Questions were addressed on boxes that had been scanned to a memory stick.
- b. Suzie Baker suggested a mentor for future treasurer to assist in the transition. Angela Winfield suggested the role be split to reduce the responsibilities. Rose Merry stated the position is elected in the spring, and the retreat is used to ease the transition of finances. A note was tabled to include the current treasurer later in the day. A committee was suggested by Rose Merry, which has been utilized in the past but not recently. A committee will be formed by the President to streamline the transitions for treasurer position, develop a checklist or graphic organizer of priorities.
- c. **Keynote speakers for upcoming pre-conference:**
 - (Angela) Sharon Streett.
 - (Leslie) SCEC is still determining if they are going to present a keynote speaker.

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DADD- planned to have a speaker, but that had fallen through due to conflict. However, DADD will have a speaker for pre-conference.

- d. Issues with Embassy registration impacted schools. This should be addressed with a 12 hour hold on the future conference. There was an issue with a room being reserved, but Embassy began packing it up early. Up front contract will note the finance issue impacting schools, like parking fees.
- e. Leslie shared the keynote speakers for the summer conference: Dr. Nicholas Long, Handicap This! (Mike Berksen, Tim Wambach)
- f. Angela requested the program "Save the Date" include the year on the date, and be located near the top of the page for auditing purposes. Melanie and Leslie mentioned a programming issue for developing programs. Angela recommended buying what is needed. She made a motion for the conference committee to make a purchase of up to \$1000 for software program. Rhonda seconded. Motion passed.
- g. Leslie asked which board member the tasks of developing the program for conferences. Angela pointed out the conference committee needed to determine roles each time.
- h. Call for presentations: We may not have it all together, but together we have it all. Team theme will include favorite jerseys for social, popcorn, hot dogs, etc.
- i. Kim shared updates of the call for proposals application. Ideas were discussed for poster sessions to increase engagement in the upcoming conference. Date for proposals to be submitted is March 25. Registration will open for summer conference after spring break.
- j. Angela suggested a group rate, or two paid registrations with one half price rate, for the summer conference. Angela recommended a post conference on due process. She also invited ARCEC to attend the Paper Work Reduction Task Force and be active in the process.

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- k. National CEC is in Saint Louis on April 13-16. Representatives cannot attend. Courtney and Melanie will attend, with Jeryca as alternate. Topical Conference is scheduled for July 7-8, 2-16.

Officer Reports

President Kimberley Davis- The call for papers will be sent out on February 2, 2016. Call for papers will end on March 25 and notifications of acceptance /rejection will be received by April 18. The Call for Proposals Committee includes Rose Merry Kirkpatrick, Angela Winfield Ruth Eyres, Suzie Baker, Gwen Neal, Suzie Baker, and Kimberley Davis.

President Elect Melanie Crider- no report

Past President Courtney Williams- no report

Treasurer report- (registration for status as a non-profit organization is not current) After speaking with CAP, the last tax report was 2014. Two years are not delinquent and must be filed. Registration for non-profit may affect delinquent years. The current balance was disclosed as \$148,142.11. Expenses and income from conference were compared.

Communications Melanie Crider: update on website and social media pages.

Ambassador Rosetta Sparks- the blog has grown to more than 3,325 with a Facebook page and a Youtube channel. Rosetta expressed her gratitude and offered to assist in any area of need.

SCEC Advisor Leslie Rush- new student numbers were shared, along with new officers from University of Central Arkansas, Henderson, and Harding.

CASE Angela Winfield -

CAN Representative Rhonda Daniels- no report

Historian Rose Merry Kirkpatrick- A DADD web page will be developed to communicate with members. Voting for new members and nominations is now.

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Executive director of national DEADD requested the Arkansas chapter write an article. Attendance to the international conference was held in Hawaii, and the local presentation was perceived well with a large attendance.

DDCT Subdivision President Paul Johnson- completed applications for DCDT awards due dates have been set. The information is available on Arkansas Transition Services website. .

Awards Chair Suzie Baker- The awards were well perceived. There was a lot of wasted food during the awards ceremony. Thanks for the singer (anthem).

ARCASE Subdivision President Angela Winfeild-Angela noted CASE went into conference presentation knowing they would not profit, but the speaker was well perceived and there have been requests to bring her back.

DADD Subdivision President Rose Merry Kirkpatrick- described traveling expenses for their speaker at conference, noting that they met their financial goals.

Scholarships Chair Gwendolyn Neal- absent

Secretary Patty Kohler Evans- absent

Elected Representative to the Representative Assembly Elizabeth Churchman- absent

New Business:

- Suzie-Awards Assembly. Call for nominations for awards. Cost of food was brought up, noting the waste of food at the last awards ceremony. Ideas were discussed that the conference committee will consider. The call for awards and scholarships will be sent out next week. A committee was formed for awards: Suzie, Rose Merry, and Melanie.
- Travel expense options for national conference were discussed.

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- Discussion to form a committee for the treasurer that includes previous ARCEC treasurers to streamline the transition for future treasurers, develop a checklist, and more.
- Paul shared DCDT will be hosting a conference in Arkansas. More info will be available by next meeting

Next Meeting: The next board meeting will be in Searcy at Microtel on April 1, 2016, beginning at 9:30 a.m. Meeting adjourned at 12:00 p.m.

Respectfully submitted, Melanie Crider, ARCEC President Elect