



**Georgia College Personnel Association
General Board Business Meeting
Georgia College & State University
September 12, 2008**

Attendance: Tom Walter, Kathy Alday, Nia Haydel, Jami Hall, Lauren Willard, Kendall Stiles, Mike Fulford, Nicole Phillips, Brooklynn Parrott, Ron Lunk, Eddie Howard, Raphael Moffett

I. Call to order at 10:15 AM

Motion to approve the agenda was made by Brooklynn, motion was seconded by Jami

II. Minutes

Ron reviewed the minutes from the Summer Retreat

Motion to accept minutes as submitted was made by Nia, motion was seconded by Lauren

III. Treasury

Brooklynn passed out a Treasurer's Report

Tax ID number starting with 58- is not GCPA's, it is ACPA's. The correct Tax ID number begins with 75-. Brooklynn looked in to tax exemption (501(c)3), which GCPA currently does not have. It will take a great deal of paperwork to get tax exemption status. Mike brought up the question about GCPA being tax exempt through ACPA because of our dual membership agreement.

Discussion ensued regarding other state agencies and other state "CPAs" being tax exempt. The question was then raised regarding insurance coverage and other questions of ACPA dual membership. Eddie brought up the idea of a Past President's Council which would serve as a consulting body for the sitting President to help with these sorts of challenges.

Brooklynn indicated that PayPal is no longer an issue. In fact, she advocated for staying with PayPal as the alternatives were no better. One alternative discussed was a credit card machine from Bank of America which meant that the credit card machine would have to go where ever the Treasurer was and that payments would be taken over the phone and could create more issues than it was worth.

The GCPA CD matured, Brooklynn missed the window to change it, so it rolled over into a 9 month CD that will mature in May 2009. If we pulled the interest off now, we'd lose roughly \$100.

Motion was made to accept the Treasurer's report as information by Nicole, motion was seconded by Ron

IV. Ex-officio Board Reports

Conference Updates

Mike began his report indicating that GACRAO was expecting half as many participants at their conference this year. This may be a realistic challenge for GCPA as well. With this in mind, Mike is reducing the rooms in the block – guarantee starts February 4th. The block currently is at 80 rooms, will drop back to 50 rooms. GCPA is in the 3-5 month range for cancellations, which means the penalty would be up to 10% of the conference profit would be the penalty for changes, cancellations, etc. Conference was originally based on 125 participants. The good thing is that some people may only be able to go to one conference this year and it may be GCPA. Modifications may have to be made to the Conference and what frills will be able to be retained and what will have to be cut. One challenge is that SEAHO is meeting the exact same dates as GCPA, so some folks will not be able to attend; however, that is a small number that the GCPA Conference typically draws. Discussion regarding the budget cuts and what that means ensued. Updates from specific areas regarding the conference were reported.

Registration Fee for GCPA Conference has been adjusted... to just cover the cost is nearly \$137 per person... last year we paid \$135. The board decided that we do not want to go over \$170 which is \$150 for conference fee and \$20 for membership. The conference was originally guaranteed at 100, may reduced closer to 80 participants. Eddie made clear that conference fees should cover conference expenses, while sponsors should be the revenue stream.

Discussion regarding membership fees being included in the registration fee versus having everyone's dues expire on a certain day in the calendar year. Nia suggested adding this change to the General Body meeting this afternoon. The question is to include membership in the conference rate or not. Eddie suggests including it.

Motion was made to include membership dues in the conference fee, was made by Nia, the motion was seconded by Lauren.

Vote was: **6-1-1**

Membership will be included in the conference rate this year and discussion regarding the membership cycle will be discussed at the conference.

Mike indicated that Greg Roberts has agreed to come to the GCPA Conference and has agreed to do re-enactment of the charter presentation. Tom suggested for Greg to speak on the Higher Education Reauthorization Act & NAS Statement as part of the conference.

Student Affairs Foundations Institute

The Institute has 21 members. There were 25 selected, but 4 pulled out because of budget restrictions. There is a great deal of interest in the program across the state. The question was raised regarding support staff not being accepted and what was the demographic for the institute. Discussion regarding the selection process and qualifications/criteria ensued.

Membership Database

Eddie didn't receive update from David, but Eddie wasn't in the office and he will email update when it is received.

Government Relations

No Report

Georgia Journal

Two manuscripts have been submitted and Alicia Caudill-Colburn is working on some book reviews. Looks like the Journal will be published. Looking for a total of five articles, already have at least three.

GACOPERAS

Fall edition was sent out by email to the membership on Tuesday, September 9th and 50 copies were printed for the New Professionals Workshop

Intercultural Relations

No report

Assessment & Planning

No report

V. New Business

Review of the Standard Sponsorship Agreement

It is Nicole's desire to use Ron's sponsorship letter as a template for future sponsorships. The discussion was tabled.

Break for lunch at 12:03 PM

Peach of a Program Guidelines

Nicole can not find the past material and has decided that she will start from scratch on making the requirements. Mike indicated that he has the information from 2003 and would send to Nicole. She will look over & revise as necessary.

Historically, the program is selected from participant session evaluations by the conference committee. The question was posed how we would select the program for this year when session evaluations were not conducted.

The question was raised if Georgia had a specific time slot that this program would have to fill. It was explained that State divisions gets maybe six spots and then the ACPA Conference Program Selection Committee decides on the programs that will be presented.

The decision was made that if Georgia has a dedicated slot, then we will submit – if the state is grouped in the sponsored program category, then we will look to wait for the 2010 Conference

Conference Location Schedule

Nia did some preliminary looking for locations and presented her top five locales.

- Reynolds Plantation on Lake Oconee

 - Rooms are \$225 a night, which is too expensive

- The Dillard House (Near GA/NC border on way to Asheville, NC)

 - Rooms are \$100 and have chalets and cottages

- Chateau Élan

 - Was called for a proposal, but hasn't received anything back

- Aberdeen Conference Center, Peachtree City

 - Would be all inclusive

- Legacy Lodge & Conference Center on Lake Lanier

 - \$500 all inclusive for everything per person

Mike suggested Macon area for budget constraints and central location

The board asked Nia to look at Macon & Peachtree City as the two front runners for the 2010

Lake Lanier is front runner for the 2011

GCPA Exec Board Guide Revisions

Jami went through the printed copy discussion ensued regarding various topics & issues

Motion was made to approve to GCPA Exec. Board Guide with revisions was made by Raphael, the motion was seconded by Nia

Vote was: **6-0-2**

On-line Payments

Brooklynn recommends staying with PayPal as the official on-line payment vehicle

Conference Registration Fee Collection

Mike proposed that the UGA Continuing Education Center would collect room fees & registration fees for all conference fees and if we've done everything right, we should get a check back for \$20 per person in attendance for their membership dues.

Mike's preference is to have ACPA collect the money, but UGA is more convenient with the money returned to the Association in a timely fashion.

The contact money person would be Brooklynn and a copy of the registration would go to Theodora, Conference Registration Chair, so she would know who was registered for the conference.

Eddie voiced his descending opinion and much discussion ensued regarding control, information sharing, and convenience.

Motion was made to approve the UGA Continuing Education Center to accept and process the conference fees, the motion was seconded by Ron.

Further discussion ensued

Vote was: **6-2-0**

Election Guidelines & Timeline

Motion made to table the discussion regarding the Election Guidelines & Timeline until the December Board Meeting was made by Nicole, the motion was seconded by Brooklynn

Mentor/Mentee

Kathy recommended not pursuing the Mentor/Mentee Program

Motion was made to suspend the discussion and revisit this topic during the 2009-2010 Presidency by Nicole, the motion was seconded by Lauren.

Increase in Membership Dues

Motion was made for Brooklynn to present a proposal, at the December Board meeting, for increasing dues by \$5, \$7, \$10, & \$20 to see what each increase would yield by Ron, the motion was seconded by Lauren.

Vote was: **8-0-0**

Upcoming Professional Development Opportunities

Assessment Workshop -- \$65 fee, Mike discussed details

Career Mapping Workshop – Details to be announced

Support Staff Workshop – Kathy proposed May at KSU

The motion was made for Kathy to host the Support Staff workshop some time in May at Kennesaw State by Nia, the motion was seconded by Raphael

Brooklynn voiced her concern with financial management of the Association. The decision is that Eddie will be the decision maker.

VI. Adjourn until December 12