

ARDLA Board Meeting

Minutes for
May 15, 2009, 2:00 p.m.
via teleconference

Members present: Valerie Wilson, Cathi Swan, Chris Robbins, Karen Liebhaber,
Max Kolstad, Tonya McKinney

Members absent: Teresa Roebuck, Kristy Carter, Carmen Borne, Bob Donaldson

Visitors present: None.

The meeting was called to order at 2:04 p.m.

Agenda Item I: Approval of Minutes

The minutes were approved as presented.

Agenda Item II: Treasurer's Report

Chris said one check, a reimbursement for Valerie's trip to USDLA, was written. Expenses for the website included a year of hosting. Reconciled, the balance was \$26,480.57.

Agenda Item III: Action Items

Web hosting has been paid for. A beta version of the website is running at www.ardla.com. Ralph asks that the board review it; Valerie asked that the board review it by Friday. He is currently completing adjustments. Karen asked if it is possible to post the minutes to the website. Chris said it is possible and a page will be created for them.

The membership directory was discussed.

Max contacted INA about what reports we can get after payment.

Tonya needs a compiled list of who has paid for the conference. Valerie said Ralph should have access to that information. She will forward Tonya a link.

Listserv admin rights were discussed. The decision to move the listserv to the website was postponed.

Bob, Tonya, and Valerie finalized the conference checklist.

The call for proposals and the logo are also finalized.

Valerie discussed the Legislative Committee. She asked for suggestions for a chair. The role of the committee and the role of Harvey Nichols was discussed.

Valerie has had inquiries about awards, but submission deadlines have not been finalized. Dave Phillips will be contacted. Valerie asked Max to take the lead on this. He said we are probably stuck with the current deadline for this year.

Agenda Item IV: Update on Website

The checking account has been linked to Paypal.

Agenda Item V: Committee Reports

A. Membership Committee—Tonya McKinney

No report.

B. Conference Committee—Cathi Swan

The keynotes have been identified. The call for proposals will be out Monday at noon. She has already spoken to people about presenting and identified the sessions she has. She may even have some videoconferencing sessions.

Cathi brought up the pre-conference, discussed the budget and the keynote fee, and will look at pre-conference rooms on Wednesday of next week. She also reviewed items on the conference checklist.

C. Publications Committee—Carmen Borne

No report.

D. Awards Committee—Teresa Roebuck

No report.

E. Vendor Committee—Chris Robbins

Discussed forms for vendors, vendor logos, identified vendors that Max expects to come, and suggested possible vendors. Valerie said conference information for vendors would be good.

F. Professional Development Committee—Kristy Carter

No report .

G. Agency Committee—Max Kolstad

Discussed possible membership.

Chris moved to identify key positions in state of Arkansas and provide that position with a complimentary membership. Karen seconded. Motion carried.

Will have an e-mail dialogue next week about suggestions.

Agenda Item VI: Next Meeting

The next meeting will be held on Friday, June 12 at 2:00 p.m. via teleconference.

The meeting was adjourned at 3:01 p.m.