

CCSC Spring 2008 Board Meeting
Wednesday, March 12, 2008, 6:00-11:00 PM
Convention Center Room B114

Present: Jim Aman (Membership Secretary), Rob Bryant (Comptroller), Ernest Carey (Rocky Mountain), Lawrence D'Antonio(Northeast), Susan Dean (President), Ernie Ferguson (National Partners Chair), John Fernandez (South Central), George Hauser (Northwestern), Deborah Hwang (Midwest), Kim Kihlstrom (Southwestern), John Meinke (Publications Chair), William Myers (Treasurer), Will Mitchell (Conference Coordinator), David Naugler (Midsouth), Bob Neufeld (Central Plains), Kevin Treu (Southeast), Brent Wilson (Database Administrator).

Unable to attend: Myles McNally (Vice President), Liz Adams (Eastern).

The meeting was called to order at by the President, Susan Dean, at 6:13pm. The President warmly welcomed Kim Kihlstrom, the regional representative from the new Southwestern Region. Everyone introduced themselves and greeted Kim. The President appointed David Naugler and Kevin Treu to take minutes.

After introductions the meeting continued with the regional reports. As usual, regional representatives did not read their written reports.

During his report D'Antonio (Northeast) asked how bylaws were approved. The President pointed out that Article 7, item 2 of the Board bylaws requires conferences to have bylaws approved by the CCSC Board. The Central Plains region has its bylaws (which may be used as an example) on its website. A discussion ensued.

Meinke/ Neufeld moved that *each region re-examine regional governance and submit appropriate modifications to keep the regions in compliance with Article VIII, Section 2 of the Consortiums's bylaws. William Mitchell (Conference Coordinator) is charged with vetting the regional governance.* After some discussion the motion passed without dissention.

At 6:50pm all agreed to suspend the board reports so the Comptroller could address the board.

Bryant passed out the CCSC Conference Budget proposed guidelines. Mitchell asked who needs to submit a conference budget to the Board. Meinke suggested that a region cannot advertise a conference if the region's budget has not been approved by the Board. Much discussion ensued. Myers noted that the regional conference budgets are for the fiscal year. Bryant will submit a revised version that will become a guideline.

Myers presented and explained the CCSC national budget. Myers/Aman moved to *approve the budget.* The motion passed.

At 7:30 pm the regional reports resumed. After the Southwestern report a short break was called until 7:55 pm.

At 7:55 pm the meeting resumed with the National Partners Report. Ferguson noted that we now have

six National Partners. The newest, Epic Systems Corporation, wants to talk to students. Brochures about the CCSC are being passed out to the vendors at the SIGCSE conference. Ferguson needs to be informed who is in charge of vendors at the regional conferences.

Meinke gave the Publications Chair report. Kihlstrom asked about CD publishing and a discussion ensued. Meinke noted there were problems getting the author copyright consent forms and that they should be submitted with the final papers and should be sent to the regional conference's papers chair.

Aman gave the Membership committee report and the Database Committee report. Aman noted that there are 630 current members and 1200 names of members and former members in the database. He will try to contact the non-current members and encourage them to renew their memberships. He also noted that the database is being updated and conference attendees will soon be able to register online. A discussion on the membership numbers followed.

Revisions of Standing Rules about people with special duties were discussed. A motion cannot be made for at least ten days, and would be made via email.

The South Central 2009 budget was approved.

During the Treasurer's Report Myers noted that our travel policy should be in line with the IRS code. Maximum meal amounts according to IRS code are \$7 for breakfast, \$11 for lunch, \$18 for dinner, or \$36 per day. Regional conferences cannot allow higher amounts than the Board. The travel policy will be looked at some more. Records should indicate title, check number, and amount. It was noted that the CCSC needs a conflict of interest policy.

A report of the policy on new regions is being developed.

It was unanimously agreed to bring before the CCSC annual meeting that the location for the next CCSC annual meeting be in Chattanooga, TN, at the 2009 Annual SIGCSE conference, just after the annual SIGCSE business meeting.

Aman noted that the web site provider has been changed. Data about a new conference needs to be sent to McNally so the webmaster can post the email addresses of the regions' contact(s).

The next Board meeting will be held at the Midwest Regional Conference to be held at Hope College, Holland, Michigan, September 26-27, 2008.

Bryant returned and gave the report of the Audit Committee which had been meeting concurrently. Under consideration by the committee are dealing with one bank, exploring online banking, determining how auditors now handle the lack of cancelled checks, examining accounting practices, and improving communications on expenses.

The Board received the report of the Nominating Committee giving the slate of candidates. Bill Myers was elected Treasurer by the Board.

The meeting was adjourned at 10:40pm.