

Agenda
Executive Council Phone Conference
February 2007

Executive Council role description

Discussion about Shelley Roy's "Letter of Support"-- using technology for practicum in ACT certification

Communication

Use of email for Executive Council, conference call, separate contacts as needed
Chair and Vice Chair phone contact/communication every Friday
Chair phone contact with IAACT Coordinator every Friday
Treasurer, IAACT Coordinator and IAACT Liaison communication every week
Monthly written report by Treasurer to Executive Council regarding expenses

If people have issues or items for discussion, please bring them to the Executive Council conference call; submit to Chair for the agenda

From Treasurer

1. Hilton Head 2006 Expenses Budget for 2007/08.
 2. Carolina Connection 2006 Expenses Budget for 2007/08.
 3. IAACT CPA 2007 and not for profit status selection process and deadline task dates.
 4. 2006 income tax and Lynn McGee Closure in hard copy ..process and deadline task dates.
 5. 2007 Budget expectations, process and procedure.
 6. 2007 IAACT Credit card.....how and in what way, procedures and responsibility.
 7. Standing meeting dates and times for communication and IAACT check signing availability.
- In completing the above tasks, I am wondering if it would be worthwhile to also assign Chairs to oversee IAACT involvement in the process, past the Exc. Council, and to support the IAACT Coordinator in articulation of tasks.
 - I would like to recommend Glenn Smith to chair the Hilton Head IAACT 2008 activities including Bill Powers total experience/activities and Jane Williams to chair the Carolina Connection activities 2008.
 - At the direction of the Exc. Board. I would recommend a budget anal of 2007, of those two activities...of what IAACT spent and why. I would recommend IAACT be clear on their responsibility.
 - I would recommend IAACT be clear on New View's responsibility.
 - The IAACT coordinator is working on the detail of these events for 2007, currently. For both Hilton Head and Carolina Connection, 2007.
 - I also recommend the IAACT Executive Council is that needs to be used as IAACT expenses are set up for each activity and then approved.

- But concluding with what process needs to be used when IAACT approval amounts are changed and need to be approved again.
- After we find a process that works, we can recommend it to the entire board in Fayetteville, 2007.

