

Agenda
Executive Council Phone Conference
July 19 2007

Executive Council

Agenda for Thursday, July 19, 2007

1. Packet for Board of Director's meeting
 - Revised handbook - Fred
 - Job descriptions - Jeff
 - By-laws and Charter (Fred and Glenn)
 - Financial summary, and documents for appendix ((Denise and Fred)
 - Current IAACT directory -- ask Virginia to compile
 - Exec Coun Report/Summary
 - Current IAACT faculty as of 6/1/07 - Barnes
 - Minutes and Agendas - Lynn
 - Projects - Jane, Perry, Lynn, and others
 - Grants (Glenn, Fred)
 - Active membership list (and directory, see above)
 - Future goals
 - Discuss future goals
 - Executive Council Retreat for October dates?

2. IAACT Coordinator projects
 - Time sheets
 - Financial reports
 - Unpaid faculty
 - PO Box
 - Signature for checks
 - Participant data forms from ACT training
 - Board of Director packet

3. Great job on 10th anniversary newsletter

4. Shelley Brierly email

5. Anything else

Notes
Executive Council Phone Conference
July 19 2007

Present: Jeff Grumley, Denise Pappas, Barnes Boffey
Meeting called to order at 7:14 p.m. EST

Reviewed agenda (see below)

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Discussion about # 1

- Decided on a three ring binder with nice cover. Make 50 copies. Use numbered sections. Take to Kinkos.

Discussion about #2

- Idea to have visioning meeting for anyone who wants to attend, one day before Hilton Head business meeting/Powers' event/training week; will further discuss at August Executive Council phone conference

Discussion about #3

- Coordinator is doing a good job; communicating well with her supervisor, Treasurer; and with Chair
- Increased hours of Coordinator for a couple of weeks
- Treasurer to find out about detail for line items of financial reports in preparation for Michigan meeting

Discussion about # 4

- Hooray!

Discussion about # 5

- Chair to contact Shelley B.

Next meeting, Thursday, August 30th at 7 p.m. EST

Meeting adjourned 8:15 p.m. EST

Respectfully submitted,

Jeff Grumley, Chair