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**BOARD MEETING AGENDA – November 28, 2022**

1. **COMMITTEE REPORTS**
	1. **Budget Committee – Susan (5 Minutes)**
2. Past
3. Current
4. Future
	* Working on refunds for a few who have overpaid for their membership
	1. **Conference Committee – Melodi (5 Minutes)**
		1. PAST
			* “Save the Date” e-mail sent out
				+ New webpage . . . thoughts/ideas
		2. CURRENT
			* Susan working on sponsors
			* Zena working on prizes
		3. FUTURE
			* Registration open on December 1 hopefully
	2. **Education/Professional Development – Shari (10 Minutes)**
		1. PAST
		2. CURRENT
		3. FUTURE
	3. **Government Relations – Melodi (10 Minutes)**
		1. PAST
			* DBC meeting 11/17 and 11/18
				+ Notes sent on the 18th
		2. CURRENT
			* First official meeting with the lobbyist scheduled for Monday 12/1
				+ Will be working on plans to sponsor our own bill
				+ Will be discussing changing from a 501(c)(3) to a 501(c)(4)
		3. FUTURE
	4. **Public Relations – Zena (10 Minutes)**
		1. PAST
			* ­
		2. CURRENT
		3. FUTURE
			* Melodi has asked Zena to research faculty teams of stand-alone courses who have not been CADAT members and reach out to them
				+ Discussion: membership drive for NEW members . . . first year free?
5. **MISCELLANEOUS**
	* 1. Utilization of NEW committee members – grooming for future leadership
			+ Ideas / suggestions
		2. Discussion and possible action regarding board member fees for courses/conference (see bylaws)
			+ 4.13 “All members, including board members, are required to pay annual membership dues in full.”
			+ 4.14 Expense Reimbursement
			+ 4.15 “When possible, board member attendance at the annual conference may be financially supported with majority vote of the board. Financial support may include:
				- Hotel

Two nights stay with additional night(s) at the board’s discretion as needed.

Room assignments will be made with two board members per room; if a board member wishes to have a room by themselves, they will be responsible for 50% of the cost. If there is an odd number of attendees, the president will be provided a room without a roommate.

* + - * + Conference fee

Up to 100% of conference fee

Registration to be completed through the treasurer

Travel may be covered by the association.

* + - * Virtual seminar courses . . . (tabled from last meeting)
		1. Website
			- Melodi to work on Government Relations page
			- Shari to work on “teaching tips and tricks”
			- Melodi working on “members only content”
1. **NEXT MEETING**
	1. Date/Time