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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