CSGS Executive Meeting

February 20, 2022

Attendees: Karen Coats, Julie Goodliffe, Jill Huerta, Jon Hakkila, Brian Kloeppel, George Flowers, Mary Owens-Southall, Andy Goodliffe, Peter Harries, Mary Farmer-Kaiser, Irene Aiken, Ethan Carver, Constinia Charbonnette, and Andrea Golato (via Zoom); other committee members were unable to attend due to earlier flights.

Mary Farmer-Kaiser called the meeting to order at 8:02 EST.

Conference follow-up

* Mary thanked everyone for having been in Raleigh for a fantastic conference with outstanding breakout sessions and plenaries.
* As part of the treasurer transition, Peter gave George a jar of pennies. Peter and George will meet at Auburn to discuss the treasurer role, processes, procedures and files to ensure a smooth transition.
* Mary encouraged everyone to join CHBGS and noted that the CHBGS meeting was very inspiring. She also mentioned that that membership in CHBGS allows for more collaboration, exchange of ideas, and better work in inclusive excellence.
* The Survey about the meeting is in guidebook.
* Plenaries and the break-out session PPTs will be posted on the web. Plenary organizers will reach out to the speakers and Mary will reach out to the break-out session speakers and ask them to send the PPTs to Andrea and Mary.
* Certificates for the 3MT winners need signatures from Andy and Karen.
* Mary Southall and Peter will talk about the financials regarding the registration. The joint registration and collaboration during the last year has worked well and Mary is looking forward to further collaboration. Since she is going to retire soon, David Jackson is considering the president position, but Mary intends to remain active.
* The executive committee discussed compensation to administrative staff and app managers. We compensated administrative staff of the treasurer in Knoxville. We have continued to provide some compensation since then. We paid $3,000 for the treasurer’s administrative staff member every year. For app support, we have paid $1,500. Karen moved to continue to compensate individuals helping with the budget and with apps. Peter made an amendment, stating that compensation should only be provided to a non- executive committee member. Otherwise, their work should be considered as part of their volunteer work for the organization. Karen accepted the amendment. Irene seconded it and the motion was approved unanimously.

Information about the Executive Committee and Officers

* Mary Farmer-Kaiser noted that hopefully we are going back to a new normal and stabilize and not have pandemic-related ups and downs during the coming year. She outlined the role of the execcutive committee for new committee members: We act as ambassadors for CSGS, CGS, and CHBGS, and support state organizations - and if they don’t exist, we help to bring them (back) to life.
* There will be monthly officer meetings and full meetings via zoom. Traditionally, we have met Wednesdays at 1 pm EST. The first officer meeting is scheduled for March 23.

Work the Officers and Executive Committee will have to accomplish

* Decide if we want to continue the monthly forum
* All executive committee members will serve on at least one of the subcommittees.
* We will need to replace the Audit Committee chair, who cannot be a member of the executive committee. Other standing committees and special committees will need to have new members. The wider distribution of members across our member institutions / states we have, the better it will be for us.
* Another important part of the executive committee is coming to Tampa in June: some spaces were identified as potential reception sites. Members fly in on Sunday so that the committee can begin its work at 3 pm. We depart after noon on Tuesday. CSGS will cover travel costs up to $500 and meals (receipts). The goal of the meeting is to build the agenda. We need to think of ideas and potential plenary speakers. Mary asked executive committee members to let her know if they are available June 12-14 or June 26-28 for the meeting in Tampa.
* We also need to identify the 2024 location and the officers will do an initial site visit in late summer. Lexington and Greenville were proposed. (In Greenville, Clemson would be interested in hosting as this conference would coincide with their 100th anniversary ). Dallas was also proposed at a future site. Mary will contact Kim Needy to see if she has a copy of the conference proposal form. A copy will then be shared with the Andrea (secretary) for record-keeping.
* We need to implement the recommendations of the communications committee (new website, better communications, etc.)
* We will need to propose language for the Bill Carr award and present it to the general membership for inclusion in the constitution.
* We need to implement the recommendations provided by the Audit Committee
* Potentially a tech committee
* We need to look at our own states to see who is not a member of CSGS. CHBGS is also going to be doing more outreach.

The meeting was adjourned at 9:10 a.m.