

TACVPO

Texas Association of Collegiate Veteran Program Officials

March 7, 2016

Conference Planning Meeting – *Overton Hotel & Conference Center – Lubbock, TX*

Board Attendees:

Tammy Micallef, President
Bernice Flett, First Vice President
Billy Yost, Second Vice President
Debbie Alexander, Treasurer & Ex-President
Elizabeth Johnson, Secretary (absent)

Guest Attendee:

None

Meeting was called to order at 9:57 a.m.

Old Business: There was no old business

Tammy asked that we review the schedule/agenda for this year's conference. Guest speaker bios and session descriptions were reviewed by the board. Transportation was discussed for Louie Louie's Wednesday evening. Tammy indicated that a vocational rehabilitation representative would not be available for this year's conference. Paralyzed Veterans of America made a request to be a vendor and the representative for that organization has vocational rehabilitation experience. Veterans Upward Bound requested a new presentation date, but was unable to be rescheduled. Replaced with an extra VA session with Michelle Nelson and Ben Gammon. College Credit for Heroes called late and asked to be a part of the conference and was able to fill a void for us in the agenda due to losing confirmed Operation College Promise.

Discussion: Tammy made a proposal for \$1000 donation to be made to Emelia O'Neill-Baker for Building Resilience in Veterans & Families. Debbie seconded the motion. All board members were in favor.

Discussion: 175 copies of the agenda have been secured. A walk through will be made today for AV updates for all board members. Guest goodie bags will be put together prior to tomorrow's registration. CVB will be bringing their items for us to use in our guest bags.

Discussion: Tammy asked to review future proposals from San Antonio and Beaumont. El Tropicano meets the needs of the budget and is on the Riverwalk. \$115/per night for each guest. A minimum of \$15,000 requested for food and beverage. Valet parking will be available for those members not staying at the hotel. Space available for both 2018 and 2019. Two bids were made from Beaumont. The Holiday Inn is willing to give us \$109/night. \$20,000 minimum requested for food and beverage. AV for the Holiday Inn is \$350/day per meeting room; very expensive. MCM Elegante rate would be \$89/night. A \$10,000 food and beverage limit is requested and audio/visual provided by hotel. The MCM has a great Cajun cuisine and could book a Mardi Gras event for conference attendees, if needed. The location is available for both 2018 and 2019. Tammy made ballots for Friday's business meeting to pick whether or not we'll do Beaumont first or San Antonio. Debbie made a motion to accept Beaumont and San Antonio as our proposals for 2018 and 2019. Bernice seconded the motion.

Discussion: The board reviewed next year's conference in Corpus Christi. Emerald Beach Hotel is right on the beach. \$103/night for guest attendees. Planning meeting for next year was scheduled for June 28th, but Debbie indicated she would not be able to make that date. Tammy indicated she could request June 14th to accommodate all board members. Decision will be made later. A deposit of \$1500 has already been made to secure location. Gift certificates were donated by Emerald Beach for grand prize raffle.

Discussion: Debbie presented this year's treasurer report. The board had a balance of \$39,391.20 as of 6/22/15. Current balance as of 3/1/16 is \$43,396.19. \$1000 is due to Louie Louie's before event Wednesday evening. \$1780 is still owed to caterer as of today. A deposit of \$500 has been made to the city trolley. Debbie also discussed the trial and tribulations of this year's registration. The online shopping cart was not as effective as planned. There was a great deal of confusion over membership and institutional fees for the conference, especially with schools that have multiple location and individual FICE codes. Debbie discussed the non-member/member rates and suggested that the fee be the same. Non-members would not be eligible to vote at business meetings. One flat rate would save a lot of confusion and time during registration. Under Article III, Section IV, subparagraph A would need to be dropped if we choose to go with one flat rate.

Discussion: Bylaws – A proposal was made by Tammy for bylaw changes to be made for one class of membership. Tammy also made a proposal that non-members are not eligible to run for position on the board and that an amendment be made to Article IV, Section VI. Membership year would be March 1 through last day of February. Under voting, section I, each member would have one eligible vote. Article IV, requested motion to strike section IV, that all such persons should be bonded as treasurer. A motion was made to accept proposed changes for bylaws. Bernice seconded. The motion was unanimously accepted.

Discussion: Tammy discussed asking attendees to verify their contact information during the registration process. Friday's business meeting will host old and new business, plus officer elections. Elizabeth's position will need to be filled. A call for new business will also be held at that time.

Discussion: Miscellaneous - Conference responsibilities were discussed for LAC and board members.

Met with hotel staff to discuss catering and AV needs for the conference.

Kathleen, event manager, gave a detailed account of daily storage/access and setups for the event.

A key was given to Tammy for storage of attendee goodie bags.

Discussion: Meeting was reconvened on Tuesday, March 08, 2016 to strike motion to do away with individual only membership. After further discussion, the board members decided to work on changing the registration process and give it another year before changing a 42 year history.

A motion to close the Conference Planning Meeting was made by Bernice Flett and seconded by Debbie Alexander.

Meeting was adjourned at 9:30 a.m.