MASFAA Board Meeting

Date: June 19, 2012

Location: Conference call

1. Call to Order

Cindy Small called the meeting to order

1. Approval of Agenda

Cindy Small asked for a motion to approve the agenda. Jessica Francischetti motioned and Valerie Curtin seconded.

1. Approval of Minutes

Cindy Small asked for a motion to approve the minutes of the last business meeting. Valerie Curtin motioned and Gloria Payne seconded.

1. Robert’s Rules of Order and Voting Protocol

The Parliamentary Motions Guide based on Robert’s Rules of Order was distributed to all members and reviewed. Valerie Curtin stressed this Guide was critical to know, especially in regional and national associations.

1. Policies and Procedures, Bylaws and Board Responsibilities

This document can be found on line at <http://www.masfaaonline.org/index.php?action=content&section=2&page=2>. Valerie Curtin stated it would be good to have at all meetings for reference.

1. MASFAA Finances and Expense Reports
2. Budget Revisions from 2011-12

The MASFAA Treasurer’s Report for January through December 2012 was distributed to all members and reviewed. Cindy Small reported the budget was overspent in the travel line due to extra travel expenses from Havre. The conference for spring 2012 was under budget. Overall the budget was under spent.

1. 2012-13 Budget

Cindy Small asked Brittnee Loch to prepare a tentative 2012-13 budget that will be placed on the agenda for the next meeting.

1. Officers Reports
2. President – Cindy Small – Stated she will try to get historical data posted on MASFAA’s web site. Some data was lost due to corruption on Loren’s flash drive last year.
3. President Elect – Leah Habel – Nothing to report.
4. Past President – Valerie Curtin – Nothing to report.
5. Vice President – Jessica Francischetti – Nothing to report.
6. Treasurer – Brittnee Loch – Will work on proposed budget.
7. Associate Member – Gregory Mason – Nothing to report because he had to leave the meeting early due to other obligations.
8. Member at Large – Julie Watson – Nothing to report
9. Member at Large – Gloria Payne – Nothing to report
10. Old Business

There was no old business to discuss.

1. New Business
2. Spring Conference, April 17-19, Bozeman.

Leah Habel spoke about the spring conference in Bozeman. She had started working on this, but had no specific information to share at this time. The proposed theme “Digging up Dinosaurs – New Discoveries” was presented. Several possibilities for venues were suggested. Leah is checking prices on locations and determining if these establishments have sufficient room to accommodate 70 to 80 people. It was suggested she ask any possible venues about their policy for catering. A contract will need to be signed by October or November. More specific information should be available by the next meeting.

1. MASFAA/TRIO partnership was discussed and decided to keep on the agenda for the next meeting. Valerie Curtin will be presenting and serving on a panel at the MCAN conference in Missoula in October.
2. Adjourn

Cindy requested a motion to adjourn. Valerie motioned, seconded by everyone still on call.