



**Arkansas School Counselor Association
Board Meeting Minutes 9/10/16**

10:00 a.m.

Ida Burns Elementary
1201 Donaghey Avenue
Conway, AR 72034

Members Present: denotes voting members	Angie Gill, ArSCA President	Lisa Riels, ArSCA President Elect
Terri Callaway, ArSCA President Elect & Conference Committee Co-Chair (2017)	Susan Whatley, ArSCA Advocacy-Public Relations/ Social Media Chairperson	Alicia Donner, ArSCA Human Rights & Historian Chairperson
Kim Liggett, North Central Region President	Melissa Brewer, Northwest President Elect	Jennifer Lyle, ArSCA Middle/Jr. High Vice President
Pam Dixon, Post-Secondary VP	Susie Harvison, Treasurer	Heather Leavell, Central Region President
Donna Wilchie, Secretary		

1. Call to Order - The first meeting for 2016-2017 was called to order by President Angie Gill with 12 present - 8 ArSCA Board members, 4 nonvoting. **(Sign-in sheet with members present on file)**
2. Minutes - Previous Minutes from June 6th were emailed out by Secretary Donna Wilchie and approved in a vote today. **Motion #1** made by Kim Liggett and seconded by Heather Leavell; passed).
3. Reports
Susan Whatley shared conference information and finances spent for 2016 summer conference. Susie Harvison also shared requests for refunds and outstanding funds.

Motion #2 made by Lisa Riels and seconded by Heather Leavell to refund Tomeka Price membership to district after it was not intended to be paid by the district. Tomeka paid it at conference. **Motion #3** made by Kim Liggett and seconded by Lisa Riels to not repay Yvette Johnson who asked for refund after deadline. **Motion #4** made by Lisa Riels and seconded by Kim Liggett to refund Lori Boyd registration due to death of father; motion

passed. **Motion #5** made by Heather Leavell and seconded by Pam Dixon to refuse payment to Jill Kramer who stated an unexplained family emergency reported after the conference on the 21st. *Amended to pay after email from Kramer about death in the family was the emergency; reply received 1:35pm after meeting adjourned.* **Motion #6** by Kim Liggett and seconded by Heather Leavell to not refund Rebecca Hughley's registration. She moved out of state and made contact after Harvison made initial contact.

Lisa Riels shared t-shirt printing and designs. An error of 76 shirts printed with no revenue after company only charged for half the reprinting. Susan Whatley shared that conference shirts are at a discounted price after conference but the shirts that are printed to sell are still at regular price. On behalf of Allison Spraggins, Terry Callaway shared the company asked for the shirts back to destroy so our organization name will not be out with the mistake.

Tahnee Bowen – absent due to illness, conference info discussed by board. Members loved seeing tshirts in advance to know what to order. Possibly going to do preorders in the future so larger sizes can be determined (fees required for certain amount of shirts ordered per size).

The Treasurer's Report was presented by Susie Harvison, Treasurer/Office Manager. Report started with May 20, 2016, green deposits made and yellow funds/bills paid. Checking balance, Line by Line Budget, Who Still Owes, and Cancelled Registrations **(copies shared by Susie Harvison)**

New Business

4. Fanny Neely, Membership Status – states she is a member but no record of her membership; district paid for it but nothing on record and ArSCA is awaiting documentation. Regional presidents and board members must be members of ArSCA.
5. Jeffrey Hall Emails – Today's discussion was to pick back up on the "counselor card". Card will have acronym COUNSELOR with each letter representing what we do as counselors.
6. Board Positions – Angie Gill sending email of all board members. She is working on getting all current emails and phone numbers.
7. Membership Recruitment – Discussion about ways to get more members. Questions about members knowing who their regional president is and communication. Susie

Harvison does send out an email to new members welcoming them to the organization. Suggestion to include regional president in that email communication to connect the new member to their region. Pam Dixon from ATU shared how the admin conference of times to present at the conference to share about our professional organization. Lisa Riels shared possibly sending a letter to districts about ArSCA and ASCA; no more discussion occurred on this suggestion. Attendance discussion and board members being members – Angie Gill is working on that.

This month is “Take Your Legislature to School Month”. Angie Gill encouraged the group to invite legislatures to school and take pictures. Share on our social media.

Chris Riggins is assisting with Membership and technology (updating the website). Roger Palmer is assisting with PP&L. Both will need to update their membership.

8. Update Bylaws – Copies shared for each to take and begin reading over them.
9. Calendar for Meetings 10:00am-1:00pm Nov. 19th, Jan. 14th, Feb. 18th, April 1st, May 13th (this day may be changed), June 24th (mtg and LDI)
ASCA National Conference July 9-12, 2017 Denver, Colorado
ArSCA Conference July 17-19, 2017 Hot Springs (next two years of contract)

Meeting adjourned by President Angie Gill at 1:09pm; motion by Lisa Riels and seconded by Heather Leavell.

Respectfully Submitted:

Donna Wilchie

ArSCA Secretary

9/10/2016