

INSSWA Board Meeting Minutes  
September 19, 2009

Board Members in Attendance: Beth Hoban, Cynthia Evans, Jyoti Weaver, Mil Penner, Dee Kempson, Pam Lawrence Puls, Tammy Skinner, Mim Smith, Terry Miller, Traci Larrison, Linda Temme, and Linda Kates

The meeting was called to order at 10:20 a.m. The minutes were approved by consensus.

**Treasurer's Report:** Tammy presented the minutes from the financial committee meeting on 9/17/09. The audit was completed. A discrepancy was identified between the balance of the bank statement and ledger. Tammy, Jeanne Milligan, past treasurer, and Mr. Milligan, an accountant, reviewed the data from the ledger and bank statements dating back to June 2007 and noted that the discrepancy occurred prior to that time. The committee confirmed that there was a balance of an extra \$774.90 on the bank statement. The committee recommended that the \$774.90 be added to the ledger to balance the books, noting the additional moneys as an audit correction. By consensus, the Board approved that recommendation. According to the IRS, INSSWA is in the process of termination. The IRS reports that no tax forms were filed for 2007. They did receive a partial filing on August 28, 2008 that had all zeros, thereby deemed unacceptable, and that we were using the incorrect forms and organization category. They further noted concern that the tax form was checked as a "last return". The IRS provided information necessary for re-instatement. Tammy has provided the necessary information for that to occur. The committee made the following suggestions for improvement which the board is in support of: The treasurer will balance the books by cross referencing the bank statement with the ledger on a consistent basis. The audit process will balance the books by including the cross referencing of the ledger and the bank statements. The documentation will be provided to the IRS for re-instatement. The taxes will be completed by May 1 of the calendar year. Copies of the filed taxes will be provided to the president and secretary. Tammy noted that the certificate of deposit will come due on 11/12/09. It was decided by consensus to roll the interest back into the CD.

**Membership Report:** Linda stated that current membership is 232, however 80 of those members have not yet paid their dues for this year. Those 80 members were sent reminder e-mails last week. It was suggested that the membership representatives call those in their region to invite them to renew their membership. There will be the following changes with our membership representatives in November. Susan Nichter and Elizabeth Elliot will fill the openings in the Central Region, and Maria Funk will fill the opening in the West Central Region. There is still an opening in the South Central Region.

**Midwest Conference Planning Committee Report:** Linda Temme reported that the committee has been busy exploring hotel options for the 2011 conference which we will host. The board supports the committee's recommendation of a two day, Thursday and Friday conference.

**Department of Education Report:** Dee shared the draft of the School Social Work licensure recommendations from the Department of Education. The Professional Standards Board must approve these changes. There is no timeline for approval. Dee also stated that Moodle is up and running on the DOE website as a resource to all school social workers.

**Licensure:** Beth shared concerns from INSSWA members for the proposed elimination of the Student Services License. A discussion was held on the quality of services provided by future school personnel if there were to be no licensure standards. Dee will continue to monitor the licensure proposals and keep members informed. A packet of information will be sent to all Indiana school superintendants and administrators to educate and communicate with them on the role of school social workers.

**Conference Committee Report:** Cynthia reported that plans are being finalized for the November 6, 2009 Fall Conference titled, "Collaborating to Build a Community of Lifetime Learners". Andrew Harner and Valerie Jones will be the keynote speakers. The conference will be held at Primo West, in Plainfield, Indiana. The Spring INSSWA Conference will be held May 7, 2010. The title is "Internet Social Networking".

**Scholarship Report:** Beth reported that 4 scholarships were awarded to the Midwest Conference. A concern was raised regarding payment of the Midwest Conference fees for the President and President-elect. Currently, the Midwest Council pays for 2 members to attend the Midwest Council meeting, but does not pay for the conference fee. (The Midwest Council meeting is held during the annual Midwest Conference.) Since INSSWA members did not apply for the fifth available scholarship to Midwest, there is \$400.00 remaining in the scholarship budget. The board decided by consensus to use that money for the conference registration fees of our President and President-elect. It was decided by consensus to wait until after the Midwest Council meeting to offer the SSWAA scholarships to our members. There were some ethical concerns relating to SSWAA and therefore a hesitancy to support the organization until after more information is available at the Midwest Council meeting.

**Midwest Council Report:** Mil shared some historical pictures and materials from the Midwest Council, and the beginning of INSSWA. It was decided by consensus that Mil will become the historian for INSSWA. This is a new position for the organization. The Midwest Conference will be held in Dearborn Michigan October 8-10, 2009. Their new Executive Director is Frederick Sweek.

**School Social Worker of the Year Committee Report:** Congratulations was given to Terry Miller, our School Social Worker of the Year.

**Nominating Committee Report:** The nominating committee recommends the following slate for the INSSWA Board of Directors:

President—Cynthia Evans

President-elect—Pam Lawrence Puls

Members at Large—Deidre Knopp, Megan Thomas, Regena Williams, Terry Miller (filling the remainder of a 1 year term)

The officers will be voted upon by the membership attending the annual meeting on November 6<sup>th</sup>. The members at large are to be appointed by the Board of Directors.

The nominating committee asked the Board to recognize the hard work and dedication shown by Mil Penner, Mim Smith, and Jyoti Weaver during their years of service to the Board. They were thanked for their contributions to the profession of School Social Work within their schools, their communities, the state of Indiana, and the Midwest.

**Promotions Committee:** Beth presented a draft of a brochure regarding the role of school social workers.

**Communications Report:** There have been some issues with the webmaster regarding the timeliness of our payments and his timeliness in updating the webpage. Pam will explore these issues further and make recommendations to the Board at the November meeting. The Board praised Mim for the newsletters, Jyoti for the e-mails to members, and Pam for the website.

**Legislative Committee Report:** Traci reported that November 17, 2009 is the ceremonial opening of the state legislature. The session will officially open in January, 2010.

**By-Law Committee Report:** Jyoti reported that the committee met and discussed some minor revisions that need to be made to the By-Laws. These recommendations will be finalized by the committee and presented to the membership for a vote at the November 6, 2009 annual membership meeting. An e-mail will be sent to all members prior to the meeting with the proposed changes.

The next Board meeting will be held November 6, 2009 immediately following the Fall Conference. The meeting was adjourned at 3:20 p.m.

Respectfully submitted

Linda Kates, secretary