

INSSWA Board Minutes

September 25, 2010

Board Members in Attendance: Cynthia Evans, Pam Lawrence Puls, Beth Hoban, Terry Miller, Linda Temme, Tammy Skinner, Traci Larrison, Regena Williams, Deidre Knop, and Linda Kates

The meeting was called to order at 10:05 a.m. The June minutes were approved by consensus with two minor corrections.

Treasurer's Report: Tammy presented the 2010-2011 budget proposal. After a discussion it was decided to reduce the newsletter budgeted amount from \$500.00 to \$0.00 since the newsletters will be sent electronically, at no cost. It was also decided that there would be no income received from the Midwest Conference in this budget year, so the proposed amount of \$10,000.00 was taken out of the budget. With those changes, the budget was approved by consensus.

The Treasurer's Report from 7/01/2010 – 9/23/2010 was then presented. Income during that time was \$10,335.22 and expenses were \$1,742.93. INSSWA currently has a Certificate of Deposit for \$15,611.78, a savings account balance of \$10,000.00, and a checking account balance of \$11,455.79 with a combined total of assets of \$37,067.57.

Next, Tammy presented the Financial Report from 7/01/09 – 6/30/10 which was approved by consensus. Finally, she presented a report which details what items are purchased from each budget category. This will be a great help to Tammy and the Board as financial decisions are made. She was commended for her hard work. Cynthia will research the process for bonding the treasurer and president, as required by our by-laws.

Department of Education Report: Dee submitted her report in writing due to her absence. Regional meetings have been organized for the Northwest, South West, and East Central Regions. She will be providing an ethics workshop this year titled "Boundaries in the New Age of Technology". She will also be presenting at the INSSWA, ISCA, and IASP Fall Conferences. The new "School Crisis Planning, Intervention, and Response" web-page is now online at <http://www.doe.in.gov/sservices/crisis/index.html>. The HEA 1419 State Plan to Improve Discipline and Behavior is now on-line at www.doe.in.gov/sservices. Dee is currently serving on 3 legislative committees.

School Social Worker of the Year Committee: Regena will chair this committee as of the November Board meeting since Linda and Jeanne are resigning their positions.

Legislative Committee: Terry stated that the November elections are coming up. The legislature will return to session in January. It was suggested that the School Social Worker informational packets that are sent to school superintendants also be shared with school board members to educate them on our role in the schools. Cynthia encouraged everyone to invite their school board members to INSSWA Regional Meetings as well.

Traci stated that her attendance at the SSWAA Leadership Conference/Legislative Summit in Washington D.C. was a great experience. She thanked INSSWA for the opportunity to attend. 24 states were represented at the Summit.

There was a question posed about a new SSWAA policy which states that if a State Association has 15 members, they can join SSWAA and send a delegate to their annual conference. After discussion, the Board decided to wait until the upcoming Midwest Conference where more information will be provided, before deciding whether to send a delegate to the SSWAA conference. Traci stated that the American Council for School Social Workers, which is the newly formed national organization competing with SSWAA, was represented at the Leadership Conference/Legislative Summit. No delegates from other states were planning to join this organization, nor is INSSWA.

Communications Committee: Deidre stated that the new webmaster is great to work with. Pam will create 2 new web pages: one for the INSSWA Fall Conference which will contain all of the conference handouts for members to access; and one for the 2011 Midwest Conference which INSSWA will host.

Deidre and Pam praised Mim for her hard work on the newsletter. Everyone is encouraged to submit newsletter articles in a timely manner. A discussion was held on whether to publish practice articles in the newsletter or on the website. It was suggested that INSSWA members who teach at the university level be approached to write practice articles. There was more discussion on the quantity and content of information sent to members via e-mail. Linda Temme stated the recent membership survey results indicate that members like receiving information via e-mail.

Midwest Report: Regena stated that she is working with Mil, Cynthia, and Pam to clarify her role as our Midwest representative. She encouraged everyone to inform her of any concerns so she can address them at the upcoming Midwest Conference. Beth raised a budget question regarding the dues INSSWA pays annually to Midwest. Cynthia will get clarification. (She reported to the Board via e-mail on 9/28/2010 that there is a fee of \$200.00 due each fall and an additional fee of \$2.00 per member due each spring.)

Conference Committee: INSSWA is responsible for the Hospitality Suite at this year's Midwest Conference. We will also donate a basket for the auction. Jane Zobel, Deidre Knop, and Jeanne Milligan are planning these activities.

Pam stated plans are being finalized for this year's Fall Conference. There is an address error on the front of the conference brochure. Members will receive an e-mail with the correct address. We are "going green" and all presenter handouts will be on our website to save paper and printing costs. Members will receive their annual gift at this year's Fall Conference. In the past this gift has been mailed to members during School Social Work Week. Giving the gift to members will save postage costs. Members who do not attend the Fall Conference will be given their gift by their Regional Representative. There will be no silent auction this year. There will be a maximum of 10 vendors at the conference due to limited space. A technology person is still needed for the conference. The Board recommended the technology person from the conference center (Primo) be hired. Pam will check on the cost and availability of that person. Cynthia presented a letter from Frederick Street of SSWAA offering to sell books from the SSWAA Oxford Workshop Series. We would purchase the books and could then sell them at a profit for INSSWA. Any books not sold could not be returned for reimbursement. It was decided to ask the conference bookstore vendor to have those books available for sale instead.

At our Fall Conference members will receive, "Save the Date" postcards and magnets for the 2011 Midwest Conference that INSSWA will host. An informational flyer will be e-mailed to members. This flyer will also be sent to all School Social Work state organizations. A Call for Proposals for the 2011 Midwest Conference will be handed out at our Fall Conference, the Midwest Conference, and sent to all School Social Work state organizations. Committees have been formed to plan the 2011 Midwest Conference, Keynote speakers have been confirmed, the Self Esteem Store bookstore has been confirmed, as well as the conference hotel. Pam presented a working budget for the 2011 Midwest Conference, with a purpose of breaking even, not making money due to the \$15,000.00 set aside in our current accounts for the purpose of funding this conference.

Mini Grant Committee: Terry will send mini grant applications to members soon. There will be a December 1, 2010 deadline for the grants. Cynthia will notify grant recipients after January 1, 2011.

Membership Report: Linda Temme reported that we currently have 166 members. 74 members have not renewed their membership due to retirement, graduation from graduate school, and financial reasons. Jane is mailing membership renewal reminder letters on 9/26/2010. We have 18 new members. There are 39 charter members.

Scholarship Report: Cynthia awarded 4 scholarships of \$500.00 to the Midwest Conference. A discussion was held on whether to award scholarships to our INSSWA Fall Conference. It was decided that the INSSWA Spring Conference and regional meetings are free to members; therefore no scholarships would be offered for the Fall Conference. Also, those members who are presenters at the Fall Conference attend free.

By Law Committee: Beth presented several changes to the Constitution and By Laws. The Board discussed each recommended change. These recommendations will be sent to our members for their review two weeks prior to the November Annual Meeting. Members will vote on these changes at the Annual Meeting.

Nominating Committee: Terry reported that a slate of officers and new Board Members will be sent to members two weeks prior to the November Annual Meeting. Members will vote on this slate at the Annual Meeting.

Promotions Committee: It was decided that this year's poster for School Social Work Week will be designed in conjunction with the Fall Conference theme, "Putting the Pieces Together". Beth will design the 8 1/2" x 11" poster.

The next Board Meeting will be November 5, 2010 immediately after our Fall Conference. The meeting was adjourned at 2:30 p.m.

Respectfully submitted,

Linda Kates, secretary