



N M M A T Y C Executive Board Minutes

February 8, 2014

Present: Rachel Black, Melinda Camarillo, Forrest Kaatz, Philip Kaatz, Diana Orrantia, Joanne Peeples
Present through Google Hangouts: Ali Ahmad, Elizabeth Gamboa
Absent: Alyne Fulte, Suzanne Hill

Call to Order: 11:25 a.m. by Philip Kaatz

Late start to meeting due to the fact that board members were setting up a virtual chat with members at Dona Ana CC.

Board Minutes from September board meeting were reviewed.

Rachel moved to accept the minutes. Motion passed.

Treasurer's Report: Treasurer Rachel Black handed out Treasurer's Report.

Washington Federal, Large CD: \$10,000:00 (fixed)
Washington Federal Savings: \$589.09
Wells Fargo Checking: \$5,253.09
Wells Fargo Savings: \$1,038.55

Joanne moved to accept the treasurer's report. Motion passed.

The large CD is up for renewal in August. The board can discuss what to do with it after the conference.

There are still some outstanding checks. NMMATYC checks do not have an expiration date. From now on, an expiration date will be handwritten on checks to encourage check holders to cash it early.

Diana wants all information from the past two conferences sent to her as soon as possible.

Board Reports:

A. AMATYC Delegate – Joanne Peeples

The pre-conference held at the last AMATYC Conference was a success, so it will likely take place again this coming year.

Ali is a part of the AMATYC nominating committee and he is asking for nominations to the next AMATYC board. These should be in by the next conference.

MAA has submitted a proposal to hold a panel discussion at the next AMATYC conference.

The ArizMATYC conference will be held April 4 – 5 at Paradise Valley Community College and will be joint with Southwest Section of MAA.

B. Articulation – Alyne Fulte (report by Philip Kaatz)

There have been no changes made to the articulation matrix on the website.

Joanne was concerned that not all colleges in New Mexico have representation at the articulation meetings, especially ENMU Ruidoso and ENMU Roswell. Alyne will be asked to update the Articulation group contacts to include everyone.

The articulation meeting will be held on Friday afternoon at the upcoming conference in Tukumcari.

C. Membership – Suzanne Hill (report by Philip Kaatz)

According to Suzanne, there have been no changes in the membership numbers.

At the last board meeting, an honorary lifetime membership was approved for Mary Caffey. If she is not already a lifetime member, her membership status needs to be changed and she will be presented with a lifetime membership certificate and plaque at the next conference.

Diana challenged board members to reach out to others in our area and encourage them to join. The following suggestions were made to increase membership:

- *Invite all faculty and students from the Early College High Schools to join
- *Invite all dual credit teachers to join
- *Have a student session at the next conference to encourage more student memberships
- *Write an article for the newsletter that promotes the benefits of membership

Philip has set up the online registration so that all people who register for the conference online will automatically be put on the membership list.

Membership cards that are about ½ of an 8”x10” sheet should be printed and handed out to all members at the conference. This job mainly falls on the conference chair. A list of lifetime members should be sent to the conference chair so he can print out membership certificates for them as well.

D. Newsletter – Joanne Peebles

Joanne wants all scholarship information sent to her so she can include it in the newsletter. She will also include a call for board member nominations and information about the upcoming conference.

The due date to send submissions is Mon, March 3 so that the newsletter can be sent out Fri, March 7.

Joanne will be stepping down as newsletter editor after this edition.

E. Nominating – Elizabeth Gamboa

The deadline to submit scholarships is Friday, April 4, 2014.

The scholarship documents will be emailed to all members so they can spread the word!

Joanne suggested that the scholarship committee first look at students' statements, then their references, and lastly their GPAs. She feels that many great students miss out on the opportunity of a scholarship when their GPA is looked at first.

F. 2014 Conference - Forrest Kaatz / Philip Kaatz

The conference will be held at Mesalands Community College in Tucumcari, NM on Friday, May 23 – Saturday, May 24, 2014. Early registration deadline was set for April 30.

Philip has reserved a block of hotel rooms at a local hotel for attendees.

Philip worked on the conference web site and showed the board what he had done. Presenter forms are now electronic and posted on the website. Registrants will automatically be placed on the membership list when they register online. The board made suggestions to Philip on how to improve the site.

Mesalands CC has no cafeteria, so food must be catered externally. Philip has found a place that can cater dinner for \$15/person + \$100 set up/clean up fee. For Friday lunch, Subway can make party subs for 70 people at a price of \$250, and a Barbeque place can make brisket plates for \$8/person. It was suggested that we get the brisket plates and one veggie party sub as the vegetarian option.

The board members will contact the book reps and Think Well to ask them to help with breakfast the two days. Anyone who donates will have a Thank You announcement in the conference brochure and will be allowed to give a free session at the conference.

The key note speaker will be Ron Larson, but someone needs to contact Cengage to confirm this.

Diana would like for a portion of the money raised from the sale of merchandise to go to the scholarship fund, but the board commented that it would be difficult to dedicate money raised to a specific purpose since all of our funding comes from one big account.

G. Website – Ali Ahmad / Philip Kaatz

Joanne suggested that there be a link on the website for open job positions.

Any information that board members would like posted on the website should be sent to Ali.

Old Business:

A. NMMATYC Incorporation and 501c(3) Non-Profit Status

A physical address is needed in order to file. Rachel will look into using one from CNM.

*Diana made a motion that NMMATYC pays the fee to become incorporated by the state. **Motion passed.***

*Rachel made a motion that we obtain the 501c(3) non-profit status. **Motion passed.***

New Business:

A. NMMATYC Board Elections

Elections will be taking place in April for the positions of Secretary, Treasurer, and President-Elect. An announcement for nomination requests will be put in the Spring Newsletter. Voting will take place via Survey Monkey and candidates' biographies will be sent along with the voting ballots.

B. Other – Plaques

Joanne looked into buying plaques for Mary Caffey and the upcoming scholarship winners and she shared her findings with the board.

*Melinda made a motion that we allow Joanne to choose and order a plaque for Mary that is \$50 or less. **Motion passed.***

*Diana made a motion that we allow Joanne to pick and order the 3 plaques for the scholarship winners and spend no more than a total of \$60. **Motion passed.***

Next Board Meeting will be held at the NMMATYC Conference in Tucumcari, NM on the morning of Saturday, May 24, 2014.

Adjournment: *Motion to adjourn made by Ali Ahmad at 2:03pm. **Motion passed.***

Respectfully submitted,
Melinda Camarillo, Secretary