

**OADE Executive Board Meeting Minutes
Friday, September 5, 2008
Rhodes Building, Columbus, Ohio**

President David Haiduc called the meeting to order at 1:02 p.m.

Roll Call

Present: David Haiduc, Sue Horn, Carter Jastram, Tracy Koski, Sally Kurowski

Absent: Marge Bartelt, Michelle Heckman

Approval of Executive Board Meeting Minutes

- Carter moved and Sue seconded to approve the April 11, 2008, minutes. All were in favor.
- Sue moved and David seconded that the May, 16, 2008, minutes be approved as corrected. All were in favor.

Budget and Finance Committee Report, Carter Jastram

Balances as of September 5, 2008.

Checking Account	\$ 11,102.13
Savings Account	991.84
CD	<u>13,882.79</u>
Total	\$ 25,976.76

- There has been very little activity within the last month.
- The \$442.40 of income includes voided check # 401 for \$345, \$90 in dues, and four months interest.
- The checking account for NADE 2010 has been established at Chase Bank; \$10 was used to open the account.
- NADE will give us \$15,000 seed money which OADE will pay back.
- Carter asked if we needed a line in our new budget for NADE. Discussion followed. David suggested we add a NADE line to our budget and all present agreed.
- The Board discussed the new budget and agreed to add a line with \$500 for the Scholarship Committee.
- The Board decided to increase the President's Discretionary Fund line from \$200 to \$500 in the new budget.
- The Board decided to decrease the Research Committee line from \$500 to \$200 in the new budget.
- Carter suggested operating with a provisional budget until a new budget is approved. Carter moved and David seconded that OADE operate provisionally under the 2007-2008 budget under the next board meeting. All were in favor.
- Sally moved to approve the September 5, 2008, treasurer's report and Sue seconded the motion. All were in favor.

New Business, David Haiduc

David reported that OADE has service pins. He suggested that the pins be used before service plaques are ordered, and all board members present agreed. Sally and Michelle do not have pins.

OADE 2008, David Haiduc for Kathy Buttermore

- A visit to the Shawnee State University Clark Planetarium is planned for late in the afternoon on Wednesday, October 15. The fee is \$60. The Board unanimously decided to view the Hubble Vision feature show during the visit.
- Wednesday evening's Leadership will feature a campfire, s' mores, and Carter and his guitar in an informal, fun activity about the organization.
- Melissa Cardenas, Assistant Director, Academic Affairs and System Integration, or someone else from the Ohio Board of Regents will present at the conference. Sally suggested she speak once to the whole group instead of at several concurrent sessions.
- David shared the t-shirt mock-up that Michelle emailed him. He suggested adding "2008" to the shirts and the board agreed it should be printed below the stars. The board also agreed to have a few fabric markers available so members could sign others' shirts, and Sally offered to donate the black fabric markers. The board discussed a color other than white for the shirts, and Sue suggested sage green, if possible. David will email Michelle about adding 2008 to the shirts and changing the color.
- During the t-shirt discussion, the board decided to state to attendees that \$3 from the conference fee will go to OADE scholarships.
- To date, ten presentation proposals have been accepted, and the deadline to submit a proposal has been extended to September 12. Tracy will also present.
- The vendor form has been sent to Plato, Aztec, and Pearson. Please send the form to your reps.
- David sent Phyllis Schwartz, president of Aztec, a letter requesting a donation to OADE scholarships, and he suggested OADE board members contact other vendors requesting donations.

Adjunct Awards, Elaine Shively

To date, no applications have been received.

Grants, Sue Horn

One grant application has been received. The board reviewed and discussed the application, and approved a grant of \$186 for retro-active research-related costs.

Research Committee, David Haiduc

- The math lab and journal surveys have been completed.
- David described Lana Evans' concept paper proposal and asked for the board's support. The board agreed to support her research.

Membership Committee, presented by David Haiduc

- OADE currently has 199 members. A membership brochure is still needed. David commented that if we have the content, the document can be created with Microsoft Publisher.

Old Business, David Haiduc

- Changes to the OADE constitution have been made and posted on the website.
- Conversion of OADE Policies and Procedures to an electronic document is in progress.
- OADE will award David Hurwitz a lifetime membership and present him with a plaque at the October conference. Tracy or David will send him a letter informing him of his selection to receive this award.

The board decided its next meeting will be October 3, 2008, at 10:30 a.m. in the Rhodes Building, Columbus.

Carter moved that the meeting be adjourned, and Sue seconded the motion. The motion passed unanimously, and David adjourned the meeting at 3:08 p.m.

Respectfully submitted,

Sally Kurowski, Recorder