**KASADA Executive Committee Meeting July 20, 2010**

Present: Katie Bush-Glenn, Amy Wilkens, Stephanie St. Jacques, Lisa Froning, Steven Antalvari, Millie Thierren Not present: Liz Driscoll, Darlene Thorn and Nicki Grambo

1. Call to Order

2. Approval of Retreat Minutes- Committee members will review minutes and email approval to Secretary

3. Treasurer’s Report:

 a. Budgets for 2012-2013-

1. Treasurer- $570
	1. Stamps- $10
	2. CashNet Merchant Fees- $5
	3. NACADA Allied Membership- $55
	4. Professional Development Scholarship- $500
2. Professional Development- $8000
	1. Fall Networking Luncheon- $500
	2. May Conference- $7500
3. Total- $8570

b. Balances for the 2012-2013 year are attached to this report.

1. Checking- $1191.67
2. Savings- $2677.36
3. Agency- $1310.49
4. Total- $5179.52

All budgets have been approved except the Regional Committee budget. Further clarification is needed from University Advising regarding the Regional Campus Update. Once it is determined who will be held responsible for the updates the Regional Campus Committee budget can be finalized. KASADA will break even but concerned about its financial future. Discussed the option of increasing annual conference fee to $80. Joanna Liedel will be coming to future meetings Executive Committee meetings where we can discuss whether University Advising will be taking over Regional Campus Update, if this is a possibility.

  c. Membership

1. Presently have 3 members
2. 2011-2012 membership=110
3. Membership application to be completed and distributed by Communication Committee
4. Additional revenue will come from membership fees and conference registration fees.
5. This is anticipated to cover difference between account balance and budgeted expenses ($3390.48)
6. We will need to consider our financial stability into the future/potential merger of expenses with University Advising

4. Professional Development Committee Update:

The next Professional Development meeting is scheduled for July 20th. Nicki Grambo will be leaving Kent to return to The University of Akron. Lisa asked Chris Connors to assist with committee.

Events for the year- the first event will be the Meet Up in September. Will pick a definite date for the first Meet up in the July 20th meeting

Conference- Possible locations for this year’s conference Quaker Square, Greystone or Kent Tuscarawas Campus. Key note speakers being considered are Ruth Darling (past president of NACADA from Tennessee) Jennifer Joslin from Oregon State (no honorarium) or Jane Drake- $1725 honorarium. The Committee’s goal is to find a “home” for the conference to go to every year. Quaker Square is the top contender.

5. Regional Campus Committee Update

Nothing to report. (No Committee members present) Stephanie will email committee about outstanding budget questions. Future of Regional Campus Updates?

6. Communication

Millie will be attending Common Spot training next week. Her goal as chair of the committee is to spruce up the KASADA website, create a blog for conferences, promote facebook and develop a monthly bio of different advisors on website. The Committee will collaborate with Stephanie St. Jacques to blast to membership, highlight what we are doing to drum up interest. Membership forms and brochures will be available at the University Advising Celebration of Advising.

7. Old Business

No old business to report.

8. New Business

**September Meet Up** (Date TBA) – Will highlight upcoming KASADA events, benefits to membership and PR blast. Suggested meeting more towards Akron to make attractive to Kent and University of Akron advisors. Planning for CRAVE in Akron. Steven will contact and arrange for a room. Social opportunity but will bring membership forms too.

**October- Networking Lunch** planned for the Schwebel Garden Room on the Kent Campus.

**November- Brown Bag**- share what you learned at NACADA national conference

December- No events planned

**January- Brown Bag**- Discussion on presenting at conferences

**February- Meet Up**- planned by Katie and Steven. (President and Vice President)

**March- Brown Bag**- What’s Trending in Advising; Research

**April- Meet Up-**  Location TBA

**May- Conference**

Speakers for brown bags will be discussed in committee meeting. Will use various conference rooms on campus.

Marketing- KASADA will need to develop an approach to notify the advising community the changes to KASADA in order to sustain and grow its membership. Marketing will highlight professional development and not training. Will reach out to new advisors during University Advising training. Suggestions were made to create a welcome gift from KASADA items to new incoming advisors. Exploring options of reduced membership/conference fees to encourage new advisors to join. Millie suggested promoting facebook pages- by offering KASADA “perks” for posting comments on its Facebook page. Will come up with an outline of what counts as KASADA perks.

Announcements- No August meeting- see you at the carnival August 10th.

Next meeting September 21, at 1pm in Moulton Hall