



{ VOLUNTEERS FOR IMPROVING SCIENCE EDUCATION; CLASSROOM TEACHERS HELPING CLASSROOM TEACHERS. }

NHSTA BOARD OF DIRECTORS MEETING

MAY 28, 2009-4:30PM

The Common Man Restaurant, Concord, NH

I. CALL TO ORDER at 4:42

Present: Lisa Lavalley, Brewster Bartlett, Heather Brunelle, Janet Chamberlin, Rachel Christensen, Leslie McRobie, Amy Rockwell, Brian Wazlaw, Paul Williams, Sally Jean, Robert Schroeder, Doug Stith, Steve Roberts, and Dan Heath

II. WELCOME

-Introduced our newest members Sally Jean (Present) and Bill Church (Absent)

-Reminder of the alcohol policy

-Vote to accept the March 2009 Minutes was made by Brian Wazlaw and seconded by Rachel Christensen - Approved

-New Logo was presented by Amy Rockwell -A letter and a small token of our appreciation was sent to Julie (PSU Student that made the logo) – It was suggested that a write-up should be made in the newsletter

III. MEETING DISCUSSION

-Talked about scheduled meetings – Summer location TBA – December meeting possibly at the Common Man

IV. OFFICER VOTE - Lisa

-Vote to elect Rachel Christensen as Officer at Large was made by Lisa Lavalley and seconded by Steve Roberts – Approved

V. FINANCIAL REPORT - Steve Roberts

-Reported our current assets are currently \$30,622.21 – the actual number is \$31,712.37 due to a few outstanding checks. Our net income is \$17,802.24.

-Net income from the fall conference was \$10,313.51

-Net income from the spring conference was 17,372.75

-Doug asked about catering expenses – we had to pay ahead of time

-Several ideas were brought up to figure out how many people actually stay for the lunch. It was suggested that we pre-register for lunch or do some kind of survey to get a handle on what percentage of people stay for the lunch.

-Newsletter expense was discussed

-Vote to accept the report as read was made by Brian Wazlaw and seconded by Brewster Bartlett - Approved

VI. UPDATE ON CVENT AS A POSSIBLE ONLINE MANAGEMENT GROUP

Update on CVENT as a possible online management group was made by Steve Roberts and Amy Rockwell

-Both Amy and Steve participated in a web seminar

-They like how signups can be done at the conference or on a website – if someone cancels a refund can be provided – liked the data base management and how it can be updated automatically – membership renewals email is sent – renewal can be done online – web surveys – electronic newsletters can be made under Paul watchful eye

-The upfront cost \$4,700 but unlike PayPal we will not be paying extra fees – We pay about \$1,500 for Mail Chimp, etc.

-Steve believed that in the long run Cvent will be a savings

-Brewster was concerned about the elimination of paper copies of newsletters

-Brewster suggested that people that wanted a hard copy pay a little more – Reward those people that are going green

-Paul felt that the online piece would encourage more people to join NHSTA

-Brain asked about workshop and online registration – It could be done

-Steve said that if we do not like their service, we take out data and move on

-Paul also like how this will allow us to be transparent – If something happens to one of us, the organization will be able to move on

-Mail Chimp and Survey Monkey will end next month – There will be a one month overlap between Cvent and how we do things now.

Brain Wazlaw made a motion to make Cvent our data and information provider. It was seconded by Heather Brunelle. Approved.

VII. WEBSITE/NEWSLETTER/DATA REPORT – Paul

-Summer newsletter is sent out

-Looking for paragraph articles for fall – Several were encouraged to make them – Several were given ideas.

-Web page is up-to-date

-Credit card machine is on hold

-Janet asked if the paper newsletter will be phased out – up for discussion at the June meeting

-Survey Monkey and Mail Chimp will be phased out

VIII. FALL CONFERENCE – Amy

-Amy updated us on the current status of the conference

-Amy needs to visit the conference center – Lisa offered to help because she is familiar with the facility

-Only one field trip and one virtual field trip is currently planned

-Amy was concerned about the lack of field trips – several people offered to help find people to run field trips as well as workshops – Those people should get back to Amy by June 4th

-There was discussion about what happens if it rains and how that would affect the trips – It was expressed that people should dress accordingly

-Discussion about who would be the keynote speaker – Tom Wessel and Mike Depossieol were recommended – It was suggested that we possibly have more than one speaker to draw attendees to Sunday programs

-Discussed the possibility of entertainment

-Amy set up a date for the conference committee to meet – June 26th – Location to be determined

-Spring Conference – Leslie - Leslie reported that she is currently working on the dates for the spring conference

IX. WEB DESIGN COMMITTEE – Amy/Rachel

-Discussed updating web site

-Members volunteered to be on the committee

-It is the hope of the committee to have the web site up and running by August

-Discussion about the cost of the web site – Concern was raised if this was a budgeted item

-It was suggested we survey the members to see what they want on the web site

-Brain Wazlaw made a motion to allow the Web Design Committee to spend up to \$10,000 to create the new web site – It was seconded by Steve Roberts – Motion was approved

X. GOOGLE DOCS – Amy

-Amy explained that the purpose of the document is to create a data based that will allow us to we reach more New Hampshire science teachers

-Amy will email us on how to get to the Google docs

-Amy will email us our assigned districts

XI. ADDRESS CHANGE

-P.O. Address –Does it need to be changed?

-Box will be moved Littleton so that we have a New Hampshire address

-Paul will keep track of the box

XII. MEETING OF THE POLICY COMMITTEE - Lisa

-Brief discussion of what the committee needs to do

-Members volunteered for the committee

Motion to adjourn the meeting was made by Lisa Lavalley and seconded by Doug Stith - Approved