

# Southwest Chapter

## Executive Committee Meeting Agenda

THURSDAY, June 1, 2023

via Zoom



### Attendance

*Present:* Abby Holovach (President), Kelsey Griffith (Secretary), Jimmy Walker (Treasurer), Avery Fox (Student Section Liaison), Dusty Cotter (Advisory Group), Andy Blackmon (Advisory Group), Lenna Kennedy\* (Treasurer 2023-2024), Montral Walker\* (VP- Member Services 2023-2024), Randall Armstrong\* (Advisory Group 2023-2024)

*Absent:* Benjamin Craig (Past President), Shameka Lewis (1st VP), Madison Lopez (VP Member Services), Jeff Hays (VP- Professional Development), Donnie Chambless (Advisory Group)

\*non-voting member

### Call to Order – Abby Holovach

- Quorum was announced by Abby Holovach; meeting was called to order at 4:34 pm

### Old Business

- April 2023 EC Meeting Minutes – Abby Holovach
  - o Attached for reference/review
  - o Kelsey Griffith motioned to accept. Andy Blackmon seconded. No discussion. All in favor. None opposed.
- April 2023 Monthly Financial Reports – Jimmy Walker
  - o Attached for reference/review
  - o Most of the activity this month related to PDC expenses
  - o Andy Blackmon motioned to accept. Kelsey Griffith seconded. No discussion. All in favor. None opposed.

### New Business

- Upcoming events - Abby Holovach
  - o End of cycle event
    - BowlGames in Dallas; offers food packages and a variety of games like cornhole, PinToss, darts, shuffleboard, etc. Food package & drink tickets. <https://bowlgames.us/>
    - Thursday, June 22nd; 5:30 pm - 7:30 pm slot
    - Final cost is coming so we can make a decision
      - Abby Holovach shared the quote for food package and drink tickets at the meeting. The cost for 20 people is around \$1000.
      - Kelsey Griffith motioned to accept the cost and proceed with the event

planning. Andy Blackmon seconded. All in favor. None opposed.

- New Student Section Liaison - Luis Chacon; Avery is moving
  - Avery has accepted a great new job position! 😊 But it's in California 😞
  - Avery had good things to say about Luis; he is a previous mentor program participant and a recent graduate of Southeastern Oklahoma University.
- Sponsorship of the Region III PDC; includes table; could do a Bronze (\$1k) or Silver (\$2k)
  - Abby applied to be a speaker for this PDC and was accepted, so she will be attending and can represent our chapter
  - Jimmy will verify that this money has been put aside in the budget
  - Vote tabled until next meeting
- Advisory Group Reports, if applicable – Dusty/Andy/Donnie
  - Dusty Cotter attended the Advisory Group meeting in May
  - The group discussed topics to challenge the ASSP Board of Directors with
  - One topic included making the ASSP dues worth the money
    - Example: AIHA provides access to a certain number of standards for “free” with paid membership
- PDC Status – Abby Holovach
  - Grapevine Convention Center has been secured for next year- Thursday, 4/25/24
  - Sent Matt Heron the contract to review and sign (also attached)
- 2022 Financials due for submission by the end of May (attached)
  - Abby submitted this report on May 31
- 2023/2024 Leadership Roster due for submission by the end of May
  - Abby submitted this report on May 31
- COMT is due at the end of June; Abby will have this done
  - Abby mentioned that we are on track for Platinum status (again!)
- New leadership needs to start brainstorming things like quarterly technical speakers/sponsors, events with other organizations, etc. NOW to have a fruitful July Planning Meeting with the new EC
- Transition for new EC members- need to get current leadership with those who will be transitioning into their role to make sure they are ready to go.
  - Abby has already prepared materials and met with Shameka to help with the transition to President
  - Jimmy and Lenna will arrange a time to meet at Chase Bank to sign over the checking/savings account information
  - Lenna's name is pronounced LEN-uh
- Open forum for discussions, suggestions, etc.
- Closing

**Motion to adjourn by Dusty Cotter. Seconded by Jimmy Walker. Meeting adjourned at 4:56 pm.**

*Respectfully Submitted: Kelsey Griffith, Chapter Secretary*