

CEC Executive Board

2/19/04
4:30 PM
East Lansing, MI

Meeting called by:
J. Pazol

Note taker:
L. Jefsen

Attendees: Executive Board members

Agenda

Call to Order	J. Pazol
Additions to the Agenda	J.Pazol
Convention Update	J. Pazol
Budget	W. Haight
CAN Attendance	F. Paris
Review of Constitution	F. Paris
Accounting/Bookkeeping Procedures	L. Pashall
Other Items:	All

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2/19/04
4:30 PM
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Meeting called by: J. Pazol Note taker: L. Jefsen

Attendees: J. Pazol, S. Shellady, K. Lighthart, W. Haight, L. Parshall, L. VanderPloeg, T. Long, M. Andion, L. Jefsen

Agenda

Call to Order J. Pazol

The board accepts with regret the resignation of Chris VanderWall, Past President

Additions to the Agenda J.Pazol

Discussion:

Judy distributed a copy of the MCEC Executive Director has been posted.

Lucian suggested adding "Maintain and improve MCEC web page"

Convention Update J. Pazol

Discussion: Marquita discussed errors in the program. She requests changes for the website.

MI has two national student award winners Christopher Schweda and Jeffrey Slifka, and it was suggested that MCEC assist with expenses for the national convention.

Responsibilities were outlined for convention activities.

Conclusions: MSP to allocate \$400.00 per student to attend national CEC.

Action items:

Person responsible:

Deadline:

Change errors on website

Lucian

Extend congratulations and stipend to award winners

Marquita

Budget			W. Haight		
Discussion: Major changes to next year's budget include increases in revenue to \$82,000, with an increase added to the Exec. Board line item, to student membership co-pay and TAM. Members voiced no objections.					
There is a need to follow up on former chapters to recover money in accounts.					
Action items:		Person responsible:		Deadline:	
Create a list of chapters for followup		Wendy		Next EB meeting	
CAN Attendance			F. Paris		
Discussion: Fran would like MCEC to cover the cost of the student attending CAN meeting at national- \$60.00					
Conclusions: MSP to pay \$60.00 for student attendance at CAN meeting. (line 2.1)					
Review of Constitution			F. Paris		
Discussion: Constitution was reviewed prior to presentation at the Convention.					
Accounting/Bookkeeping Procedures			L. Parshall		
Discussion:					
Lucian introduced who provided information on bookkeeping services that could be provided to the organization.					
Conclusions:					
Action items:		Person responsible:		Deadline:	

The meeting was adjourned at .