

TACUSPA Board Meeting
(via teleconference)

January 21, 2004

Present: D. Biggers, K. Swanson, S. Benn, T. Moorman, D. Braverman, B. Jacobs, K. Rogers, S. Sutton

Absent: R. Wolaver, M. Fuentes-Martin

D. Biggers opened the meeting at 1:30 pm CST

1. Approval of Minutes: Approval of the November minutes had been postponed to this meeting due to lack of quorum. The November minutes were approved as submitted. The December minutes were approved with minor changes.
2. President's Report
 - a. Summer 2004 conference – D. Braverman reported that he is waiting for a confirmation from the Omni Bayfront Hotel in Corpus Christi. The conference dates are set for Sunday, June 27 through Tuesday, June 29; the theme will be “Civility on the College Campus: From Expectations to Aspirations.” David said he is currently working on a budget and that his committee is coming together. Darlene asked that the contract be completed within the next couple of weeks.
 - b. February/March meeting time: several dates were considered for the meeting at the summer conference site in Corpus Christi. It was decided that the board meeting would begin at 6:00 pm on Thursday, March 11 and conclude by 3:00 pm on Friday, March 12.
 - c. Fall Conference: S. Benn reported that her committee is meeting the 4th Friday of each month. The committee is currently working on a budget, promotional materials, the conference web site, a list of speakers and sponsorship.
 - d. New Professionals Institute: D. Biggers reported that she is planning to approach someone very soon about taking on this responsibility.
3. Past Presidents Report – No report was given.
4. President-elect Report – B. Jacobs reported that the inaugural edition of the journal had been mailed. She reminded the board of the law conference scheduled for March 1 & 2, asking who might be in attendance that might be able to attend the reception on behalf of TACUSPA. B. Jacobs said there was nothing to report yet related to the conferences.
5. V.P. for Administration – K. Swanson reported that Austin Lane had agreed to serve as chair for the Awards and Recognition committee. K. Swanson also reported that she plans to submit some minor by-law changes for the board's consideration. She reported that Debbie Herbert will chair the Legislative

- Committee. K. Swanson has forwarded other names to R. Wolaver, T. Moorman, and D. Herbert for consideration for their respective committees.
6. V.P. for Membership & Marketing – No report was given.
 7. Database Manager – T. Moorman reported that TACUSPA has 10 paid institutional members and 119 paid individual members so far for 2004. This number compares with a peak of 360 individual members for 2003. T. Moorman will send out the membership information via email. D. Biggers mentioned that R. Wolaver had volunteered his print shop to produce and mail the membership information in early February. It was mentioned that we should send it both via email and regular mail. T. Moorman also reported that he is waiting to load new information on the web page until he receives information from the conference committees.
 8. Treasurer Report – K. Rogers said that money for the journal had been transferred and a check written and sent. She also reported that the Finance Advisory Board was looking into ways to increase our rate of return on TACUSPA's money. TACUSPA currently has \$28,092.44 in the BIA account and \$41,113.45 in the checking account. K. Rogers then made a motion, and K. Swanson seconded it, that the board approve an overexpenditure for web page maintenance in the amount of \$1945.75. The motion carried. K. Rogers then suggested that the board increase the amount budgeted for web page maintenance to \$3000, and the board agreed.
 9. Other business: D. Biggers suggested that the board discuss the current plan for the journal at the March meeting, including additional funding, expectations, and administrative support for Dr. Baer. It was mentioned that the board had committee \$4000 per year for 3 years to the project
 10. Next meeting: The board will meet again via conference call on Wednesday, February 18 at 1:30 pm. D. Biggers asked that the members continue to hold Wednesday, March 17 in case items need follow-up after the meeting in Corpus Christi on March 11 & 12.
 11. Adjournment: D. Biggers adjourned the meeting at 2:21 pm.

Approved by the TACUSPA Board on March 12, 2004