

SACJTC Winter Board Meeting
Stuart, Florida
March 2, 1996

Present: Ed Massey (President), Barry Russell (Vice President), Allen Edwards (Editor), Marshall Smith (Secretary / Treasurer), Julius Brown, Tommy Davis, Jim Hudgins, Patrick Lake, Dorothy Lord, and Jack Sasser. Absent: Phail Wynn (Past President).

1. The SACJTC Board of Directors conducted its Winter Board Meeting on March 2, 1996, in Stuart Florida. President Ed Massey called the meeting to order at 9:30 a.m.
2. The minutes of the SACS Board Meeting were reviewed. Jack Sasser moved, Allen Edwards seconded, and the Board voted unanimously to approve the minutes as presented.
3. Marshall Smith present financial reports of the Association, including a summary report of the annual luncheon held on December 11, 1995, in Atlanta, actual expenditures for 1995, member institutions unpaid for 1995, investment summary, and a proposed budget for 1996. All documents were present simultaneously in order to discuss the proposed 1996 budget. It was noted that luncheon expenses increased significantly over those in San Antonio in 1994. The principal contributing factor was the greater cost of food and ancillary services in Atlanta. It was noted that other expenses had remained fairly constant. After discussion, the Board determined that corporate sponsorships would be sought for the 1996 annual luncheon in order to bring the budget into balance. The Board also determined that luncheon ticket prices should not be altered for 1996. Julius Brown moved, and Dorothy Lord seconded, that the Board approve the recommended 1996 budget with a line item of \$5,000 in income added under the designation "corporate sponsorships". This motion passed unanimously. (A copy of the approved budget is attached). Ed Massey noted that Barry Russell's responsibilities with the luncheon were already extensive and, consequently, offered to coordinate the search for corporate sponsorships.
4. Jim Hudgins requested that the Secretary / Treasurer forward a list to Board members of institutions within the respective states who were not members in 1995. Marshall Smith agreed to do this.
5. Allen Edwards gave the Editor's report, distributing a sample of the upcoming occasional paper. He asked that President Edwin Massey prepare a statement for the next newsletter and noted that new Board member institutions were to be highlighted. He asked Marshall Smith for a financial statement appropriate for inclusion in the newsletter. He stated that he hoped the amount specified in the approved 1996 budget (\$4,000) for the newsletter and occasional papers would be adequate, but commented that paper prices were continuing to rise and that the Board might be asked to approve a change in the budget if the original amount was ultimately inadequate. He also noted that he wished to have a member of his staff prepare a SACJTC Home Page on the World Wide Web. The Home Page would contain recent editions of the newsletter and occasional papers, as well as general information about the Association. The Board enthusiastically supported this idea.

6. President Massey appointed the following two committees, with a charge to report at the annual SACS meeting in Nashville: Audit Committee - Pat Lake (Chairman) and Tommy Davis, and Nominating Committee - Ed Massey (Chairman), Dorothy Lord, and Allen Edwards.

7. President Massey asked that the Board members review the management sub-cycles as a reminder of the duties of members and officers of the Association.

8. Barry Russell led a discussion of general plans for the 1996 annual luncheon. It was the consensus of the Board that a speaker be sought on a topic other than strictly professional. The Board members agreed that the reputation of the luncheon was such that tickets were easy to sell and that audiences might be expected to increase as long as outstanding speakers were obtained. Dorothy Lord asked that tickets be available to Board members by November 1. It was agreed that this date represented no problem except for possible delays in securing from SACS staff a specific date for the luncheon. Ed Massey and Marshall Smith agreed to assume responsibility for awards to be made. Barry reminded Board members of the obligation to bring door prizes. Jack Sasser commented on the favorable response always obtained when a nearby community college musical organization provided general entertainment at the beginning of the luncheon. Allen Edwards offered to assist in securing such entertainment for 1996.

9. Marshall Smith reminded the Board that the SACS Board meeting of the Association would be held on December 7 in Nashville.

10. Barry Russell noted that the 1997 Winter Board Meeting would be held in the Asheville, North Carolina, area.

11. Dean Bob Moses of Indian River Community College gave a presentation on current issues in workforce development at the federal and state levels. He described in some detail activities in Florida and provided Board members with a comprehensive hand-out package of general information. Afterwards, several Board members outlined activities in their respective states. The Board thanked Dean Moses for an outstanding presentation.

12. President Massey adjourned the meeting at 12:35 p.m.

Attachments: 1996 budget (approved)
State listings of non-members
1995 financial balance sheet

Respectfully submitted,

Marshall Smith
Secretary / Treasurer