

Southern Association of Colleges with Associate Degrees

Board Meeting

April 20, 2020

VIA Phone Conference Call

1:00 p m. EDT

MINUTES

Present: Dr. Dean Sprinkle, President; Dr. John Enamait, Vice-President; Dr. Jason Smith; Dr. Ed Meadows; Dr. Ingrid Thompson Sellers; Dr. David Campbell; Dr. Jane Hulon; and Dr. George Edwards, Executive Secretary-Treasurer.

Absent: Dr. Cynthia Kelley; Dr. Michael Torrence; and Dr. Patricia Lee.

I. Call To Order

The meeting was called to order by Dr. Dean Sprinkle, President at 1:05 p. m.

II. Approval of the December 2019 Minutes

Dr. Jane Hulon moved to accept the minutes of the December 7, 2019 Board meeting. Dr. Ingrid Thompson Sellers seconded the motion. The minutes were approved unanimously.

III. Board Officers and Members

Dr. Edwards referred the board to the attached listing of all information related to the board and officers. If any corrections need to be made, please let Dr. Edwards know.

IV. Membership Report by State

Dr. George Edwards reported on membership by state. As of April 1, 2020, 170 members had paid for the 2019-20 year. Membership was down slightly from 176 in 2018-19.

V. Investment Report

Dr. Edwards reported that the association is in good financial condition. The April 10, 2020 balance in the DuPont Credit Union Account was \$143,432.59. The three year certificate of deposit has an APR of 1.560% and a maturity date of May 25, 2021. The four year certificate of deposit has an APR of 1.820% and a maturity date of May 25, 2022. The balances to date are \$51,457.36 (3 year) and \$51,696.13 (4 year). Dr. David Campbell moved to accept the

Investment Report and Dr. Jason Smith seconded the motion. The board unanimously approved the motion.

VI. Financial Report

Dr. Edwards presented the Budget to Actual and Year End Estimate Report as of 12-31-19. He explained that the net income was \$ 424.14 primarily because revenue and expenses were less than the budgeted amount. Dr. David Campbell moved for approval of the Budget to Actual Report and Dr. Jason Smith seconded the motion. The motion was approved unanimously.

VII. Proposed 2020 Budget

Dr. Edwards presented the 2020 SACAD Budget which is based on having 160 members, the sale of 150 luncheon tickets, and the securing of \$6,000.00 in sponsorships. This budget is based on the assumption that membership may be down and the annual luncheon attendance may be limited due to the uncertainty of the COVID-19 pandemic. Assuming that expenses remain similar to 2019, the association should have a net income of \$ 800.00 for the year. Dr. Ingrid Thompson Sellers moved for approval of the budget and Dr. David Campbell seconded the motion. The motion was approved unanimously.

VIII. Committee Appointments

Dr. Sprinkle appointed the following committees:

Audit Committee

Dr. David Campbell, Chair

Dr. John Enamait

Dr. Patricia Lee

Nominating Committee

Dr. Dean Sprinkle, Chair

Dr. John Enamait

Dr. Patricia Lee

Publications Committee

Dr. Ingrid Thompson Sellers, Chair

Dr. Jane Hulon

Dr. Jason Smith

Professional Development Committee

Dr. Cynthia Kelley, Chair

Dr. Michael Torrence

Dr. Ed Meadows

IX. Report of the Professional Development Committee

Dr. Cynthia Kelley and the PD committee are recommending that SACAD not plan for a concurrent session at the SACSCOC meeting in 2020. With the uncertainty related to the COVID-19 pandemic and the SACSCOC deadline for submitting proposals in early May, it is recommended that the PD committee focus on planning for the speaker for the annual luncheon meeting. The report of the committee was presented and Dr. Ingrid Thompson Sellers seconded the motion of the committee report. The Board approved the report of the PD Committee.

X. Publications Committee Update

Dr. Sellers as chair of the publications committee presented a committee report on a solicitation to seek assistance in reviewing and improving the SACAD website. After a brief discussion, Dr. Jason Smith questioned whether the association should undertake such an improvement process given the uncertain times and the workload that all colleges are faced with during the pandemic. Dr. Smith moved to postpone the website project until a later date and Dr. Jane Hulon seconded the motion. The motion was unanimously approved.

XI. Discussion of Annual Luncheon

Dr. Edwards shared a financial report regarding the 2019 annual luncheon which showed a loss of \$5,308.16 with 141 luncheon tickets sold and sponsorships of \$4,500. Meal costs in major hotels continue to be a challenge for the association. The 2020 luncheon was discussed and tentatively is scheduled for Sunday, December 6, 2020 in Nashville, Tennessee.

XII. Plans for the Fall Board Meeting

The Fall Board meeting was discussed and the board again concurred that Dr. Edwards eliminate the meal since many board members wish to go to dinner with their friends and colleagues on the Saturday evening before the SACSCOC meetings begin. The Board meeting is tentatively scheduled for Saturday, December 5, 2020 at 6:30 pm.

XIII. Other Business

There was no old or new business.

XIV. Adjournment

The meeting was adjourned at 1:55 p. m.

