

VCCA Meeting

Roanoke Hotel

3/26/2009

1 p.m.

Issi Patterson, Paulette Yates, Barbara Moore, Becca Slayton, George Hoffman, Nova Wright, Rena Mallory, Sharon Hutcheson, Jennifer Jessee, Neka Wilson, Karen Roberson, Sandy Saunders, Denise Harrison

Absent: Alan Harris

George called meeting to order at 1:36 p.m.

Nova passed out the December 12, 2008. Sharon made a motion to approve the minutes. Becca 2nd the motion. Motion carried.

Becca passed out treasures report. She made a comment that \$900 is not given to a specific account. She is unsure of where to record the \$900. Nova made a motion to apply the 900 to conference fees. Paulette 2nd the motion. Motion carried. Conference fee 900 in the conference fee ledger. Nova made a motion to accept the treasurer's report. Paulette seconded the motion. Motion carried. Sharon made a motion to accept the treasurers report. Rena 2nd it . Motion carried. Treasurers report 58947.28 balance.

Master teacher scholarship: 1 scholarship to be awarded by the VCCA. The scholarship is awarded based on 1) VCCA member 2) essay for plans of knowledge attained at the master teacher seminar.

George will contact Terry whistnant about the MTS. George and send the information to MAL. MAL will send to the contacts of each school. to send the information to college contacts pertaining to the master teacher seminar. It will also be published on the VCCA website. The VCCA will choose the recipient of the MTS.

Classified Staff Leadership Academy Scholarship - \$325 Stonewall Jackson in Staunton, VA. The VCCA will pay \$325 for the registration only. The VCCA has approved 1 scholarship. George will send information in the near future.

Rena volunteered to be Membership Coordinator. All monies need to be sent to Becca and she will issue a receipt. Becca suggested that we need to recognize the exceptional college contacts. The treasurer

and the president would know who the exceptional college contacts are. Ask MAL to included your email address to their emailing list, that will allow you to know who is communicating with the members of their school. Rena will redo the letter and send it out for membership drive this year. Neka will work on the brochure and membership card send it to the executive committee. All memberships received by ?? (Rena will come up with a date) will be eligible for a prize drawing for a \$50 Visa card. Sharon made a motion to give a \$50 gift card for the membership drive. Neka 2nd it. Motion carried.

BCC are not planning anything right now. George will send her a note asking if there is anything that we can do.

Support Staff commission has nothing to report. Spring At George's college. Great speaker from JMU. Used the PG&D

George will contact the speaker to see if he would be interested in being a Keynote speaker at the conference.

Newsletter- George will put together a newsletter to go out... detailing conference plans. Anyone who would like to put anything in the newsletter is welcome. George will send out a note asking for quotes. List of media award and showcase award winners to go into the newsletter.

Conference:

Vicki – Conference Coordinator for Roanoke Hotel will take us on a tour tomorrow.

Rooms reserved for conference: 14 Tuesday, 35 Wednesday, 95 Thursday, 120 Friday.

Hotel Reservation Deadline : September 1, 2009- You may register online. Registration form will be updated by Sharon.

Lunch will not be provided on Thursday. Conference will begin on Thursday at 1 p.m. General session.

General Session: 3 speakers. George will check with Ed Barnes as a speaker, Neka is checking on a speaker, Bryan Shenet??? To speak at Saturday breakfast.

Registration 9-4

1 p.m. Welcome from Bobby Sandle VWCC, Mayor... (15minutes)

1:15 Media Awards

Candidate information- President elect, 2MAL, treasure- Alan is head of nominating committee

Break 2:15-2:30

2:30-3:30 commission meetings

All Commission meetings will be at the same time, except BCC

3:30- 4:30 BCC

4:30 – 5:00 First timers

Dinner on your own

George will contact Cheryl Tilton to get some ideas for the Thursday evening activity and soliciting gift certificates from local restaurants.

Friday

Registration

Breakfast 7 a.m.- 8 a.m.

George will work on getting a room for after lunch for repeat session

8- noon sessions

Noon- 1:15 lunch

1:30- 2:30 last set of session

2:30-2:45 break

2:45- 3:45 Showcase awards

3:45- 4:00 break

6- 7 Reception- check with Joe the magician and Indian representative

7- Midnight- DJ & ? (dancing with the stars and games)

Saturday morning

8 a.m.- 9 a.m. breakfast

9:00 a.m. – 9:45 Bryan?? Speaker

9:45 a.m. – 10:15 closing and door prizes

10:30 – 11:00 assembly of delegates

Everyone's name tag will have a ticket for prizes that will given our during conference. Meal tickets should also be given.