Minutes for OSTA Board of Directors Meeting

June 12, 2012

Meeting was called to order at 9:10. Members present: Joyce Cheatham, Beth Allan, Julie Angle, Bob Melton, Jeff Patterson, Jim Jenkins, Brandi Williams, Natalie Bowman, Ava Wilhelm, Becky Hammack, and Toni Ivey. Members absent: Kay Emde, Tina Rogers, Annette Huett, Bethany Lorenz, Kay Gamble, Sally Fenska, Suzanne Spradling.

Approval of May minutes was tabled until next meeting.

Treasurer’s report: Toni has been investigating software that will help us develop an operating budget so that we will be able to file taxes. She decided upon Quick Book Pro 2012 with Beth’s approval. She passed out a draft of an operating budget profile with proposed line items and estimated costs. Bob asked if “special events” could be broken down into more specific items. Toni explained that QBP breaks it down into more specific classifications per account listing page. The overall profile is for tax purposes. The more specific budget would be for us. She further explained the expense portion of the profile. The bottom line: We actually spend more than we bring in. Our current balance is around $17,000. Toni then passed around a dues information sheet. This sheet showed what association dues are in other states. The dues range from $70 in Iowa to $10 here in Oklahoma. Median dues are between $25 and $30. Toni also threw out the idea of activating dues at Fall Conference and Beth asked about splitting fall conference fees and OSTA dues. There was a general consensus in favor of that. Much discussion ensued about dues and membership and how there are over 1000 teachers who think they are members of OSTA but only 233 truly are. Back on track, Beth explained that when setting our budget we need to set our costs and then cover them with our dues OR set up our dues and then work within our budget. (Bob later posted on basecamp that per our current constitution, dues cannot be raised until beginning of fiscal year which is January.) Looking at the “cost of goods” line item sparked discussion about t-shirts. Do we need a t-shirt just for fall conference or should we have an OSTA t-shirt or should we use the Science Matters t-shirt? OR can we do something besides t-shirts? Beth interjected that she has been consulting with Land’s End and working on our logo. Once logo is done and approved any member can go to Land’s End website and order any of their products with the OSTA logo in any color: hats, mugs, fleece, polo shirts, etc. They do not have lab coats at this time. The set up cost for this is $90. (Beth later posted on basecamp the finished logo!) BACK TO THE BUDGET: What does our constitution say about how we spend our money? We approve budget line items so we need to put in everything. If we don’t spend it, it will roll over to the next year. VERY important: We have got to have a budget! Ultimately, the board is in charge of all OSTA funds. So board members need to give Toni information for line items. Do we want to set up some kind of savings account? This is something to consider for next year’s budget. Related to budget discussion: membership benefits. Jeff mentioned that he still has a supply of pins and membership cards. However, he has quit mailing them out due to cost. Jim threw out the idea of truly using the fall conference as our membership drive. Beth interjected that all of this is part of building our budget as we build our organization. There will be more budget discussion at our July meeting.

High school report: Jim has put out some website information (sites that teachers can use in their planning and in their classrooms) on basecamp. Brief discussion about usefulness of this ensued. Is this something we really need? NSTA has already done this. There is a wealth of information for science teachers at all levels on their website. We should encourage OSTA members to join NSTA. NSTA will not link the two memberships.

College report: Julie reported about the June 15 STEM Institute at OSU. There was a good turnout, 93 teachers. Julie encouraged members to attend an evolution workshop in October. (More information will be forthcoming.) Julie asked if we can put a pre-service teacher on our board. Bob replied that it is in the draft of the new constitution which still has to be approved. This led to discussion about the need for information on our new science standards, the need for professional development for teachers of lower grades, and collaborations and restructuring our board. All of this will be on the agenda for July’s meeting.

District Three report: Brandi did not have a report but told us about her new job at the K-20 Center at OU which operates through grants. She is in charge of training 32 teachers in rural Oklahoma schools.

District Six report: Natalie has been working on a contact list of ALL Oklahoma science teachers, a very labor intensive time consuming task. She is also working on an updated version of the OSTA brochure. We need brochures for all science events! (Bob later posted a version of this on basecamp and there was discussion about whether or not to include cost of dues since we hope to increase them in 2013.)

Membership report: Jeff reported that our *true* membership tally is at 233 members. He presented a written report that broke down the membership by regions and levels. There was then a brief discussion about what might be some perks for joining OSTA. Everyone seemed to like the idea of being able to get discounts at all Oklahoma science museums. This will have to be worked out with each museum.

Awards report: Julie and Joyce reported that nomination forms for all OSTA awards are posted on base camp. We need nominations so we will have someone to honor at our great reception at fall conference!

Constitution report: Bob has posted the constitution on base camp and all board members are asked to review it before our July meeting. The 2011 draft should be voted on at fall conference. Bob presented all the changes that had been approved by the board last year.

Communications report: Bob has found 2 vendors that manage organizations. They set up a website to handle membership, create a data base for all transactions, post events and handle activities linked to the events, can send out email reminders, create member pages, and offer webinars and phone service for support. The 2 vendors are CVENT and Member Clicks. CVENT has an annual contract for an anticipated fee. Member Clicks is a month to month contract. The cost for both is approximately $4000. Member Clicks information: can set up a membership directory, members portal, does direct deposit, has real time tracking, generates a welcome letter, and has automatic renewal. Bob prefers Members Click. He thinks we will eventually have to increase our dues to cover the cost. There was discussion then about creating a category of membership called a sustaining member. It would be like an official OSTA sponsor who would have their logo on our website and have free booth at fall conference. A sustaining member’s sponsorship could cover the cost of Members Click. Beth told the board that she feels we are at a crossroads as to which direction our organization is going to go. She encouraged board members to truly consider this in order to move our board forward. She allowed each member present to give their opinion about adopting Members Click. Everyone present was in agreement and in favor of adopting this. Since we did not have a quorum we could not vote. Jim motioned that we ask board members to adopt Members Click via Survey Monkey/basecamp. Julie seconded. If approved we will start using it immediately (which means as soon as Bob can get it all set up.) NOTE: It was posted on basecamp and all those voting were in favor of passing the motion.

MISC items: Beth reported that our awards reception is tentatively set for the fall conference. It will be at the zoo at 6:30. National Congress attendees will be coming home on Saturday after the close of the conference. Our next meeting will be Saturday, July 28, and will be a “board retreat.” We will meet from 9 to 3 and order in lunch paid for by OSTA. We have much to discuss about the restructuring of the board, collaboration ideas, professional development ideas (especially what to offer elementary teachers), and a new vision for OSTA.

Meeting adjourned at 11:50.