Minutes of OSTA Board Meeting, October 13, 2012

Meeting was called to order at 9:07. Members present: Jim jenkins, Brandi Williams, Suzanne Spradling, Tina Rogers, Joyce Cheatham, Becky Hammack, Toni Ivey, Bob Melton, Kay Emde, Bethany Lorenz, Natalie Bowman, Ava Wilhelm, Annette Huett, Michelle Smith, Beth Allan. Absent: Julie Angle, Kay Gamble, Sally Fenska, and Jeff Patterson.

MINUTES: Bethany made a motion that the September minutes be approved. Tina seconded. The motion passed and September minutes were officially approved.

CONSTITUTION: Bob’s had posted his proposal on Base Camp. Essentially it called for changing district directors, which are confusing to one and all, to directors at- large. We would still have division directors. Changes would come as people rotate out. Beth proposed having geographic directors: N and S by I-40, and E, W, and Central. Bob said that we should have the nominating committee oversee to ensure that there is equal representation across the state. Brandi added that the entire membership would be voting for at-large directors. Bob also said that our new constitution has a proposal that would allow for E-votes which can be done through Member Clicks. The constitution proposal as it is has 4 at-large district officers. Jim made a motion to approve this proposal. Kay E seconded and the proposal motion passed.

SCIENCE MATTERS: Our banner picture is online on Base Camp. She requested 25 additional dollars for the making of the banner. Board members expressed concern about the wheat background. Consensus seemed to be that it should look more “sciency” and less wheaty. There was also concern about the placement of our website URL. The banner is 84” high, can stand alone, and can be shortened to stand on a table. There was further discussion about the text boxes, colors, and use of the mission statement. Board members seemed to like the idea of using the bullets from our goals instead of the mission. Suzanne also reminded board members that the OKEECC will be doing its annual expo on February 1, 2013. The theme will be arts in environmental education.

COMMUNICATIONS: Bob is still working with Member Clicks trying to establish Pay Pal. He reports that there has been lots of traffic on the website.

FALL CONFERENCE, FRIDAY: On Friday, the 9th, the reception has been moved to the Nautilus Room at the zoo because of double booking. We are being comped the room which would have been $1000. Pearson Publishing is paying for the food. There will be golf carts at the gate to transport those that cannot walk all the way to the Nautilus Room. Beth expressed concern that thus far we have low numbers and Pearson is investing a lot in the cost of the reception food. Kay E said that we should wait to panic because awardees had not been notified yet. Beth asked for permission to send out an e-blast to all OSTA members that the reception is free. Toni replied that we would have to reimburse those who have already paid ASAP. Brandi suggested an email to science coordinators of large districts reminding them of the fall conference. Suzanne had a terrific idea for the email: “Due to the generosity of Pearson Publishing, we can now offer the Friday night awards reception for free.” Kay E made a motion to remove the $10 fee for the Friday night reception due to Pearson’s generosity. Natalie seconded and the motion passed. The zoo is in charge of setting things up and the bartender is doing the wine set up. Board members need to be there by 6 to pitch in. We will be doing name tags with sharpies. The reception will begin at 6:45ish. The actual program for the night is still being finalized.

AWARDS: Bob projected the nominees on the board and everyone read through them. Annette, Brandi, and Suzanne volunteered to help Joyce make recommendations. They will meet after our meeting.

FALL CONFERENCE/SATURDAY: Becky volunteered to help with the parking signs. They need to be up by 7:45. Jeff and Bethany will help with registration. Michelle, Sally, and Kay E will help with nametags, folders, and ballots. Bob will send information on an Excel file**. Breakfast:** We haven’t had any doughnut donations. Last year we used Panera. They set up but we need smaller bagels if at all possible. They also provide coffee and juice. Beth volunteered to get fruit. Brandi also suggested Interurban. They do catering for the K-20 Centers. Last year we spent $338. Box lunches are provided by McAlisters. Last year the cost was $1274. **Silent Auction:** Kay E and Ava will help Joyce with it along with UCO helpers. Items are still needed. Things like curriculum items, action figures, Land’s End items will sell. **Program:** We have a full agenda and the actual program looks terrific. Way to go, Tina! Last year we used Office Depot for printing. We also need to post it electronically so teachers can use their digital devices. We need an overview with descriptions on cardstock. Also in the program should be the new logo, awardees, sponsors, silent auction and exhibitor information, and the promo code for shirts. **NSTA Store in a Box:** The boxes will be sample copies. There will be a promo code for ordering things online. There is a 30 % OSTA membership discount. The OSTA will receive 20 % for all shirts ordered and 30% for books ordered. For every shirt ordered we also get a cool Science Matters pin. Beth shared that at the New Jersey conference books weren’t sold. They simply give out a catalog with a code and they have a computer set up just for ordering. Suzanne recommended having sample books and then using them in the silent auction. Beth suggested they could also be door prizes. Shirts can be ordered at the NSTA website to be worn at the conference. Toni suggested selling extra tickets for door prizes. Beth demonstrated how to order OSTA shirts from Land’s End and modeled her shirt. **Elections/the Ballot:** President Elect: Joyce Cheatham, Middle School Director: Jessica Hornberger , College Director: Tim Laubaugh from OU OR Saeed Sarani from the Board of Regents, District 2: Bethany Lorenz OR Connie Ward, District 4: Kay Gamble, District 6: Natalie Bowman. Do we want to do elections at registration or as people are going in and coming out of the keynote? General consensus was to pass out the ballots as people go in to the keynote and then collect them as they leave. **Evaluations?** Beth suggested sending them after the conference using Survey Monkey. Bob said he could put the link in the program. For professional development certificates, we will email the link and the members can print it themselves.

Presenters will be asked to send in materials and they will be put in our “drop box” so that everyone can access all the workshops. The drop box could also include the professional development certificate.

Beth went over the checklist for Friday and Saturday. All agreed we could stuff bags/folders on Saturday morning rather than Friday night. An assembly will make it go quickly!

TREASURER’S REPORT: Toni has been diligently trying to reconcile our account. As of 10/13 we had $12,000ish in our balance. There are some vendors that owe us. She has filed with IRS so we are legit now. Liability insurance is an outstanding cost, $800. Kay E got the checkbook for the conference expenses. We should have a budget to vote on before our January meeting and before Tina takes over as president. Meeting was adjourned at 11:20. Awards committee met afterwards.

AWARDS:

Elementary: Tammy Trauble @ Washington Elementary in Norman

Middle School: Codee Becknel @ Longfellow MidHigh in Norman

High School: Peggy Alexander@ Owasso MidHIgh

College: Robbie McCarty @ SWOSU

Jack Renner Award: OERB