



**Minutes
TN CUPA-HR
August 27, 2007
CUPA-HR National Office, Knoxville, Tennessee**

Attendance: Patricia Burks-Jelks(phone), Donna Gwaltney (phone), Rosalyn Martin (phone), Diana McClay (phone), Ann McElrath (phone), Dan Trentham (phone), and Karen Queener(phone).

The meeting was called to order at 3 p.m. by Dan Trentham, President.

Dan Trentham opened the meeting by welcoming all board members present.

The minutes of the July 2007 meeting had been previously emailed to all Board members. A change was made to show the meeting adjourned at 3:30 p.m. Eastern Daylight Time. Rosalyn Martin moved and Diana McClay seconded to approve the minutes with the change in time for adjournment. The motion carried unanimously.

Treasurer's Report

Rosalyn Martin reported the current balance in the checking account to be \$10,994.09 and a check from CUPA-HR Southern Region for reimbursement of costs from the Spring conference of \$164.12 leaving a total of \$11,158.21 available. There remains an outstanding balance of \$154.00 from the Southern Region that has to be spent. There were no outstanding accounts receivables. Ann McElrath moved and Donna Gwaltney seconded to approve the treasurer's report. The motion carried unanimously.

COMMITTEE REPORTS

Programming Committee

Patricia Burks-Jelks announced the Fall 2007 conference to be held in Chattanooga at the University of Tennessee-Chattanooga has been rescheduled for October 9. Burks-Jelks reported the National CUPA-HR office will be sending out an official announcement about the conference with a "Save the Date" notice soon. The registration fee will be \$25. Karen Queener asked the group to begin collecting free items for the conference bags.

Tentative dates for the Spring, 2008 conference is April 15-17 or 22-24 to be held in Nashville. Donna Gwaltney volunteered to check those dates with the Belmont University calendars for a possible conference venue.

Legislative Committee

Donna Gwaltney questioned how information about legislative action can be accessed in order to know CUPA-HR's stance on issues. Dan suggested looking for information on the National CUPA-HR website. There is a need for a password and Dan pointed all members to the National Office to obtain a password for their use of the website links.

Old Business

Trentham revisited the need to rewrite the by-laws. Dan suggested he and Karen Queener get together and make the changes they believe are required. The new changes to the bylaws will be presented at the Fall conference in Chattanooga in October.

Diana McClay, reported on her review of the current website. She recommended Dan Trentham provide a letter welcoming visitors to the site. Additionally, she would like to include the names, titles, email addresses, phone numbers, etc. of all new officers for the website. Everyone was asked to send this information directly to Diana. The new member application will be updated with the new treasurer's information and posted to the website.

McClay then addressed the continuation of the newsletter. All members expressed a desire to see the newsletter continue. Diana will update and gather information for the newsletter and include an article about the changes to the website with the next edition to be distributed at the Fall Conference in Chattanooga. She plans to do a feature article on President Trentham.

New Business

President Trentham announced changes the National CUPA-HR office had provided during the leadership conference recently. The National Office has asked that all information or announcements made to any publics or membership go through their office rather than sent directly from the state or regional chapters.

A discussion began about the need for the Tennessee Chapter to have our own tax payer identification numbers. The chapter has been using the National Office federal identification number thus far. However, Cleveland State Community College cannot complete their membership without this ID number.

Trentham stated effective July 1, 2008 the Southern Region will encompass Texas and Oklahoma. The Regional Board members will be reorganized prior to this date. The Board will address guest members from all chapters at that time as well.

The meeting was adjourned at 3:45 p.m. EDT.