

SCACAA Executive Board Meeting
June 19, 2017
Newberry Extension Office, Newberry SC

Present: Alana West, Bryan Smith, Jacob Stokes, Terasa Lott, Zachary Snipes, Millie Davenport, Lee Van Blake, Jeff Fellers, Brian Beer

Call to order: President Jacob Stokes called the meeting to order at 10:04am.

Secretary's Report: Alana West, Secretary

- Minutes from the May 2017 board meeting were distributed via email prior to this meeting. Bryan made a motion that the minutes be accepted. Brian seconded the motion. No discussion. Minutes were approved.

Treasurer's Report: Millie Davenport, Treasurer

- \$30,161.00 with 3 pending transactions in the checking account
- \$28,061.94 in Clemson Fund account
- \$12,642.91 in Edward Jones account. Millie recommends we move that money to where it can earn more. Lee makes a motion that we move it. Bryan seconds the motion. Discussion: Brian asks where we should move it to achieve steady growth. Mutual Fund? Index Fund? Lee amends the motion to have Millie check into better options, with Brian's assistance. Brian seconds the motion. Millie will check with Edward Jones to see about better options. Motion passes.
- Millie makes the board aware that Jonathan Croft is the second signer on the checking account. We will change signatories at the next change of treasurers. Bryan suggests making the incoming VP the signatory and having them continue through their past president duties, making it a 4 year stay.

Old Business:

- Foundation Giving and Donor Gifts – Bryan Smith
 - Donors: 11 in the past fiscal year
 - Bryan distributes a gift inventory list and samples. We don't have lapel pins in stock.
 - Suggestions for who gets what is in the policy manual, page 24. These are given yearly.
 - Lee motions that we divvy up the hats and shirts to past donors, first come first serve and then to membership first come first serve. We will give business card holders to membership at 2018 meeting to deplete this stash. Then we will order new gifts to start off with in 2018. Millie will supply a list of donors for the past 5 years. Brian seconds motion. No more discussion. Motion passes.
 - Items will have the Clemson Extension logo on the front and SCACAA on the back.
 - Decals, coasters, knives, hats, portfolios, yeti cups, etc. Bryan will get samples and prices on some of these items.
 - Lee suggests we order as needed instead of stocking, at least for upper level donor gifts.
- Logo Update – Bryan Smith
 - Bryan checked with NACAA and has corrected the SCACAA logo. File is in Adobe Illustrator. We have the file available in color and black /white. Terasa moves that we accept the logo as presented. Zack seconds the motion. No discussion. Motion passes.
- AM/PIC Update – Lee Van Blake and Alana West
 - \$\$\$
 - Total Registrations for 107 = \$9877 (to be split with SCAE4HA per head)
 - Total Sponsorships = \$3950 (not to be split with SCAE4HA)
 - Total Donation from Field Ops for joint banquet = \$4442.20 (to cover banquet)
 - Total Award Expenses = \$1225 (not to be split with SCAE4HA)

- Total Conference Expenses = \$10,948.23
- Total Profit for SCACAA \$2142.33 plus sponsorship (\$3950) = \$6092.33
 - \$6092.33-\$1225 awards = \$4867.33 cleared
- Total Profit for SCAE4HA \$1,228.88
- Evaluations results

New Business:

- Communications Awards
 - It has been suggested that not only the primary award winner be recognized, but the entire team if a team award.
 - It has been suggested that not only the category be announced but the title of submission for each winner.
 - Terasa would like to see us write a general press release for award winners. We could send this notice to the writers on campus and even invite these folks to cover the annual meeting.
- Lee wants to use the money in our accounts to plan an event like a luncheon to invite specialist and members for a meet and greet. We could join this with the annual meeting so they would attend the meeting as well. These invitations would need to be individualized.
- Bryan would like to go ahead and set dates for the annual meeting next year. We are looking at Newberry, May 16-18. .
- Bryan would like to discuss travel for the annual meeting in Salt Lake. Lee motions we reimburse \$500. Zack seconds that motion. Brian would like us to set a deadline for members to request this reimbursement. He suggests August 10, 2017. Motion passes.
 - AA Cory Heaton and Amy Dabbs
 - DSA Brian Beer and Andy Rollins
 - Nat'l Winners: Amy Scaroni, Kim Counts Morganello
 - Voting Delegates: Lee Van Vlake, Brian Beer, Bryan Smith
 - Brian Beer will not need reimbursement due to his status with NACAA.
- Millie needs someone to get the card prior to heading to Salt Lake City to use for states night out.

Other Business:

- August 29 at LPH at 10

Adjourn: Motion to adjourn made by Lee. Seconded by Zack. With no additional business, the meeting was adjourned at 12:10 pm.