

**NETA Fall Board Meeting
ESU10, Kearney, NE
October 9, 2009**

Present: Nicole Badgley, Sandy Blankenship, William Bolen, Mike Burns, Jason Everett, Lynne Herr, Renee Kopf, Dennis McIntyre, Rich Molettiere, Sue Oppliger, Scott Plummer, Susan Prabulos, Tom Rolfes, Jason Rushing, SuAnn Witt, Jackie Ediger, Josh Allen, Jane Davis, Bob Goeman, Dawn Prescott, Gregg Robke, and Michelle Baldwin.

Absent: none

Sue opened the meeting at 10:08 a.m.

Motion made by William Bolen, seconded by Jason Everett to approve minutes, all in favor, motion carried.

Executive Reports

Executive Director report - Sandy Blankenship

Vendor mailing went out to 222 vendors. There is some interest in using the rooms for Wednesday and Thursday evening sessions. She also reviewed the Learning Web grant funding. A possible partnership with Qwest to provide grant opportunities for Nebraska teachers was explained.

ISTE housing block choices for NETA were due October 9th. ISTE will probably have a booth at our conference. The ISTE survey results showed that our NETA conference in April will not be losing attendees to the ISTE conference. There were at least 35 interested in the bus, so we need to review this information.

Newsletter deadlines were October 5th for the November issue, and January 3rd is the deadline for the February newsletter. As per request at the summer retreat, Sandy checked on auditing and bonding. We need to define our needs, concerns, and costs for auditing and bonding.

Treasurer's Report - Rich Molettiere

Rich reviewed the balance sheet of assets and expenditures. Discussion followed on payment upfront for pre-registrations and some other fees. Motion made by Jane Davis seconded by Renee Kopf to accept treasurer's report. All in favor, motion carried.

Executive Liaison Report - Tom Rolfes

Several schools joined the state-wide network this fall. Schools will now be able to afford more bandwidth with the price cuts. An email that misrepresented the Network Nebraska Project was sent out to superintendents, but it is difficult to talk to 60 different districts to set the record straight. A review of grant opportunities, contributing to national information surveys, and other national plans is available now.

Executive Site Coordinator - Dennis McIntyre

The Embassy is working on the network piece for the conference. Dennis has been attempting to contact the AV company. Retreat costs were about \$3800. For future retreats the rooms will be in the Embassy, with a catered buffet in the Wingtip room.

Planning for 2010 includes 3 Marriott board and speaker rooms. We are continuing to expand our facility use for sponsored rooms in the evenings for exhibitors and vendors. We will honor our contract with AAA (the exhibit pipe and drape, velvet ropes, and other materials), however we are going to take bids from the Embassy. The dredge service will also be an issue (shipping in and out for vendors) that we will continue to work out since AAA is handling it now. We are working out lunch options for conference attendees during the registration area. People will be able to pre-purchase lunches as they come in to speed up the lunch lines with a "cash" line and an express line with a prepaid ticket. The food stations will be moved to new locations to free up the conference traffic area. The three courtyard rooms will be available for the conference this year. Dennis is still working with Berkshire Hathaway people and the necessary turnover before their conference on Friday.

Exhibit Coordinator - Mike Burns

Sponsored rooms discussion of what they get for \$100 was held. We will not be advertising for them in the conference program.

The change to 8x10 booths will give us up to 108 booths, gaining 10 to 18 new booth openings.

Finance Committee Report

Recommendations:

Sandy is to investigate the legalities of how often to do an audit. (This may require a policy change in February)

The treasurer should be bonded up to \$200,000 and the executive director bonded up to the limit of the credit card Prepayment policy will stand where conference registration and flights/transportation are the only things prepaid. Policy of minor expenses without receipts will be discontinued.

Conference insurance needs to be explored.

First class server, \$800 allocated by the board will not be sufficient. The cost could be up to \$2000. A sub committee was formed given the task to resolve the issue by the February meeting. The five main issues to resolve by then will be: web server, email, listserv functions, file storage and WuFoo survey function.

Executive Director salary discussion was to move back to a hourly wage up to a maximum \$41,500 per year.

Motion made by William Bolen seconded by Bob Goeman to change the salary to \$45 per hour, a 3% increase of wage up to maximum of \$41,500 per year. All in favor, motion carried.

Outreach Committee Report:

The Outreach committee discussed the NETA newsgram going out monthly and the logo on the top of all messages from Sandy to the membership for a more polished and professional look. Dawn Prescott has some links to submit for the second month. Nicole Badgley made a motion to advertise the web coordinators position with a board review and decision at the February 2010 board meeting. Seconded by Jackie Ediger. All in favor, motion carried. Discussion included a due date for resume, cover letter and link to a digital portfolio be submitted to Sandy by January 15th. The applications could be posted to the netaboard site, then reviewed by the outreach committee so we can set up meetings with the candidates either in person on February 4th or via skype. The goal is to make a decision during the February board meeting.

Policy Committee Report:

The Policy committee feels like the policies and procedures manual needs to move out of draft form to be formalized in a meeting.

Jane Davis moved on behalf of the policy committee to have the finance committee research an appropriate reasonable amount of compensation for the treasurer for professional development and training. Seconded by Jackie. Rich commented that he felt confident that the board would help pay expenses for training (as well as the hours the treasurer would have to take off from work due to an audit) as deemed necessary without this motion. He recommended that it become a policy that can be used instead of adding to the budget. The motion was withdrawn by Jane Davis. It is recommended that the finance committee research the audit and treasurers' duties and appropriate compensation. However it was important to note that the policy committee, as well as the entire board, appreciates the work of our treasurer.

A discussion was held about adjusting officer positions and their descriptions. The president-elect would still be highly involved in the conference set up, but the main responsibilities of keynotes and featured speakers would rest with the president. This means the punch lists would have to be adjusted. Do we need to change the bylaws regarding job descriptions, policy changes, or simply in the job descriptions for advertising? The executive council will review the punchlists and revamp them for approval at the February board meeting and possible bylaw change. This council could be given the authority to investigate possible speakers for the 2011 conference.

Unfinished Business:

NDE contacted us about helping to populate the iTunes for Web 2.0 podcasts. It was recommended that NDE should submit a session to present at NETA.

Visioning and goals discussion took place. Sue and Sandy will work on narrowing and prioritizing the goals down to a more workable list and then post it to the board site for others to sign up for projects to complete.

The group agreed to publish only a note that minutes can be found online to save on paper costs and mailing. "To read the minutes, go to <http://netasite.org>." This would also apply to the minutes for the Tech Coordinators meetings and the Laptop Community meetings. The group also agreed to purchase the bottle insulator for the giveaway and the recyclable bag for the conference bag.

Planning Ahead

February 5, 2010 NETA Board Meeting 10:00 am to 4:00pm
Waverly Superintendent's Office

February 6, 2010 NETA Contest Judging 9:00 am to finish at
Waverly High School

April 29-30, 2010 NETA Conference at the LaVista Conference
Center

June 27-30, 2010 ISTE Conference at Denver

July 19-21, 2010 Summer Retreat at LaVista Conference Center

Respectfully Submitted,

Nicole Badgley
NETA Executive Secretary