



Meeting Agenda/Minutes
Group: MBUG Executive Committee

Purpose of Meeting:	Monthly Executive Committee Meeting		
Meeting Date:	June 9, 2004	President:	Cay Lollar
Start Time:	10:30 a.m.	President-Elect:	Dianne Walton
End Time:	1:00 p.m.	Treasurer:	Becky Finley
Location:	IHL - Jackson	Secretary:	Debbie Loden

Attendees/Title	School	Present/Absent
Kevin Baker	Holmes CC	Present
Jane Boone	MGCCC	Absent
Milo Crabtree	MS State	Present
Ricky Creel	Meridian CC	Absent
Sherry Crocker	Northeast CC	Absent
Jerry Danner	Jackson State	Absent
Tammie Dill	Itawamba	Absent
John Elliott	DSU	Absent
Becky Finley	DSU	Present
Chris Halliwell	IHL	Present
Felicia Harried	Alcorn	Present
Donna Hayden	Alcorn	Absent
Mike Herndon	MGCCC	Absent
Steve Howard	Pearl River CC	Absent
Karen Key	MS College	Absent
Debbie Loden	ICC	Present
Cay Lollar	MUW	Present
Lisa McDaniel	MUW	Absent
Dianne Walton	Meridian	Present
Carmela Staten	MS Valley	Present

MINUTES
<p>Cay Lollar, President, called the meeting to order.</p> <p>Secretary's Report Minutes from April 21, 2004 were reviewed and approved by acclimation. Felicia can now post them to the web.</p> <p>Board Members Kevin Baker from Holmes Community College and Chris Halliwell from IHL were welcomed. They will be representing their institutions on the Board. Karen Key, MS College, has changed positions and will be getting someone to take her place on the Board. Emails have not been getting to Jerry Danner, Jackson State University. Cay will check on this.</p> <p>2004 Conference Copies of the Conference Summary were handed out by Debbie Loden. A copy is attached to the minutes.</p> <p>Conference Proposals Four proposals were presented: Hilton-Jackson (Cay Lollar); Pearl River Resort-Philadelphia (Dianne Walton); Whispering Woods-Olive Branch (Debbie Loden); Clarion-Jackson (Sherry Crocker sent a proposal).</p> <p>Hilton-Jackson The Hilton does not have the dates open for 2005. We decided to try to use them in 2006.</p> <ul style="list-style-type: none"> ▪ Room rates \$89 ▪ Will waive the facility fee ▪ 7 breakout rooms and a ballroom ▪ No comp rooms

Pearl River Resort

They have the April date open but not February.

- Room rate \$56
- if \$12,375 in catering – no facility fee
- ½ ballroom, 8 breakout rooms (5 in Silver Star, 3 in Golden Moon)
- Sunday night reception (175 people) – \$2100-\$2275 (does not include bar)
- Continental Breakfast - \$975 +
- Buffet dinner – approximately \$25/person – 250 people - \$6250 +
- Amenities: golf course, water park
- 1 comp room for every 50 rooms utilized daily
- 25 rooms @ Golden Moon; 150 at Silver Star

Whispering Woods

- Room rate \$74
- will waive the facility fee
- as many breakout rooms as needed; ballroom
- 1 comp room/50 rooms total reserved
- Amenities: PGA approved golf course (\$37.50 per day with cart/\$42.50 weekends)

Clarion (formerly Ramada Coliseum)

- Room rate \$89
- will waive rental with \$6000 food/beverage but pay \$50 setup fee/day
- has 7-8 meeting rooms
-

Cay Lollar recommends choosing a location at least a year in advance so that we can lock in the date with the facility and also so we can announce it at the conference.

We will vote on having the 2005 Conference at Pearl River Resort or Whispering Woods Conference Center. Each school's vote needs to be back to Cay by June 16. Cay will send the information out to the school contacts with a link to each facilities web site.

Becky Finley made the motion to choose the April date (April 10,11,12, 2005) for the Conference. Felecia Harried seconded the motion. Motion carried.

MSU (Milo) along with MUW has agreed to help with the conference if Pearl River is chosen; ICC, NECC and DSU if at Olive Branch.

Suggestions:

Offer "Back to Basics 101"; Keystrokes/Shortcuts/Tips; Navigation; something for "new users"

Have access to Banner – bring a server with a training database on it. Maybe we can get SCT to provide the database.

Treasurer's Report

We have \$6,174.31 in our checking account. All 2004 Conference fees have been paid. The bank account has not been changed over to the new account yet.

Becky has not had time to check on the tax exempt status due to her job change but she will.

Chris Halliwell inquired as to whether dues for IHL had been paid. They have not. He will check on it.

Domain Name

Felicia mentioned again that we might want to get our own domain name because it's so hard to find our web site as it is now. Everyone agreed. She reported that "mbug" is not available. One option is msbug.

Next meeting

The next meeting will be September 9, 2004 at 10:30 a.m. at IHL.

Minutes recorded by Debbie Loden, Secretary