



Meeting Agenda/Minutes

Group: **MBUG Executive Committee**

Purpose of Meeting:	Monthly Executive Committee Meeting		
Meeting Date:	March 30, 2005	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	Present
Sherry Crocker	Northeast CC	Absent
Jerry Danner	Jackson State	Absent
Tammie Dill	Itawamba	Present
John Elliott	DSU	Absent
Becky Finley	DSU	Present
Chris Halliwell	IHL	Present
Donna Hayden	Alcorn	Absent
Mike Herndon	MGCCC	Present
Steve Howard	Pearl River CC	Present
Marilyn Sauls	MS College	Absent
Debbie Loden	ICC	Present
Cay Lollar	MUW	Present
Lisa McDaniel	MUW	Present
Carmela Staten	MS Valley	Present
Dianne Walton	Meridian	Present

MINUTES

Cay Lollar, President, called the meeting to order.

❖ **Secretary's Report**

- Mike Herndon made the motion to accept the minutes; seconded by Dianne Walton.

❖ **SETA**

- The option to join SETA was discussed. With neighboring states forming Banner groups we are afraid that SCT will not continue to send consultants to all locations.

❖ **Conference Update**

- Debbie reported that she is very upset with Whispering Woods for booking two more groups at the same time we are there. However, Cay stated that at the time we reached our room limit we only had 68 registered for the conference.

❖ **Registration**

- To date, we have 177 registered for the conference. Becky reported that almost everyone has paid already.

❖ **Program**

- We have had more changes in consultants from SCT. They are:

Kim Savings-Sherman – Student	Jack Kramer
Gary Davis – Financial Aid	Judy Muse
Eric Swartz – Human Resources	James Squires
Charles Ash - Oracle	

❖ **Vendors**

- Gateway will not be able to have a vendor booth but they will still loan the computers.
- Business Communications will have a booth plus they have given a \$500 contribution.

❖ **Hospitality/Entertainment**

- The DJ is booked for Monday night. We have a room reserved for him on Monday night.
- For the social we will have a host bar for the first hour and a cash bar after that. (We will decide at that time whether to continue it as a host bar.)

❖ **Doorprizes**

- The school gifts will be given out at the opening and luncheon sessions. Debbie will do name cards to be put with the nametag to use for this drawing.
- To be eligible to win one of the large doorprizes, one must get each vendor to mark their card. The card must be completely filled to be valid. We will have a card printed with all the vendors names on it and each vendor will have colored stickers to put by their name.

❖ **Speaker gifts**

- Carmella will get gifts for the following:
 - SCT consultants - Mississippi gift bags
 - Presenters –
 - Speaker-Tom Lester – MBUG portfolio and bag

❖ **Computer/Email setup**

- Gateway will ship computers on April 8.
- Kevin will have to bring servers since SCT cannot provide them. We will need one for INB and one for email.

❖ **2006 Conference – Pearl River Resort**

- We have rooms reserved for March 5-7, 2006.
- The rooms will be \$56.00/room.
- If we spend \$18,000 in catering costs, the space fee will be waived. Mike recommended that Dianne try to get this amount lowered to about \$14,000 or \$15,000.
- The Sunday night reception will be \$3500 for 175 people. Monday dinner - \$20-25/person.
- Ricky made the motion and Cay seconded it to allow Dianne Walton to sign the contract.
- Milo will co-chair the conference with Dianne.

❖ **Summit 2006 - Orlando**

Summit 2006 will be April 2-5, 2006 in Orlando.

❖ **Treasurer's Report**

- Becky handed out a list of those whose 2005 dues she had received. They are: DSU, Holmes Community College, IHL, ICC, MC, MGCCC, MSU, MUW, and MVSU. If your school is not on the list, please send your dues in immediately or check with Becky if you already have.
- Becky reported that we spent \$19,130.29 at the Grand for the 2004 MBUG Conference.
- We currently have \$22,640.60 in our account.

❖ **Election of 2005-2006 Officers**

- President
 - According to the bylaws, the President for 2005-2006 will come from the 4 year/IHL group.
 - Carmella Staten was nominated by Cay Lollar. The motion was made for nominations to cease. Dianne Walton made the motion and Ricky Creel seconded to accept Carmella. The motion carried.
 - Carmella will need to get a new board member from MVSU to replace her on the Board.
- Secretary
 - Debbie Loden was reelected by acclamation.
- Treasurer
 - Becky Finley was reelected by acclamation.

Next meeting

The next meeting will be Saturday, April 9 at 5:30 p.m. at Whispering Woods. Board members will also meet at that time to put together conference materials.

Minutes recorded by Debbie Loden, Secretary

