



Meeting Agenda/Minutes

Group: **MBUG Executive Committee**

Purpose of Meeting:	Executive Committee Meeting	Approved:	yes
Meeting Date:	March 25, 2008	President:	Kevin Baker
Start Time:	10:30 a.m.	President-Elect:	Cindy Hampton
End Time:	1:30 p.m.	Treasurer:	Becky Finley
Location:	IHL	Secretary:	Debbie Loden

Attendees/Title	School	Present/Absent
Kevin Baker	Holmes CC	Present
Edgar Bland	MS Valley State University	Present
Teresa Bost	MS State University	Present
Phillip Brooks	Meridian CC	Present
Allen Coleman	Itawamba CC	Present
Tammie Dill	Itawamba CC	Present
Joyce Dixon	MS Valley State University	Present
John Elliott	DSU	Absent
Becky Finley	DSU	Absent
Sherry Floyd	Northeast CC	Absent
Chris Giger	DSU	Present
Bettye Graves	Jackson State	Absent
Chris Halliwell	IHL	Absent
Cindy Hampton	MS College	Present
Donna Hayden	Alcorn	Absent
Steve Howard	Pearl River CC	Absent
Debbie Loden	Itawamba CC	Present
Cay Lollar	MUW	Absent
Lisa McDaniel	MUW	Present
Mohammed Obiedat	Jackson State	Absent
Edith Riley	MS State University	Present
Marilyn Sauls	MS College	Absent
Jimmy Smith	Alcorn State University	Absent
Sonny Sparks	Holmes CC	Present
Cory Walters	MGCCC	Absent
Dianne Walton	Meridian CC	Present
Brenda Windham	Pearl River CC	Absent
To be named	IHL	
To be named	MGCCC	
To be named	Northeast MS Community College	

MINUTES

Kevin Baker, President, called the meeting to order. We had 14 members present, 9 absent, 3 to be filled positions. We welcomed 2 new members to the board: Justin Ferguson, Holmes Community College, who is replacing Kevin Baker as Technical Rep while he serves as president; and La'Toya Capers, Meridian Community College, replacement for Dianne Walton who is retiring on June 30. Also present was Artis Smith, Jackson State University, filling in for Mohammed Obiedat.

Minutes

Minutes were reviewed and approved as read.

Financial Report

No financial report was given due to Becky's absence.

Conference 2008

Kevin reported that Cory has contacted the three casinos on the coast and neither can accommodate us except the Beau Rivage and they can't until November.

Tunica's only available dates are: October 19-21; October 26-28; November 2-4.

We had representatives; Katie Peritore and Zach Allen, from Whispering Woods Conference Center in Olive Branch MS do a proposal about hosting the conference. Their proposal was:

Rooms: \$89.00/night for 150 rooms (There is a Fairfield Inn on the premises which will open in the Summer that can accommodate the overflow. This rate will be \$99.00/night which includes complimentary breakfast.) We will book 200 rooms. (150 at Whispering Woods and 50 at the Fairfield.) The Fairfield Inn is a short walking distance located at the front of Whispering Woods property. They will have complimentary shuttle service from the hotel to the conference center if needed.

The Conference Center has been completely renovated in the last year. The auditorium will seat 250 and the Grand Ballroom will seat up to 600. They have agreed to give us complimentary meeting room space. They now have complimentary wireless internet access in all guest rooms plus all meeting rooms. They offer complimentary shuttle service from the Memphis Airport as well as surrounding hotels.

After discussion on the three locations (coast, Tunica, Whispering Woods) Phillip Brooks made a motion to go with Whispering Woods Conference Center. Cindy Hampton seconded the motion. The vote passed unanimously.

Conference Fees

We voted to increase the conference fees as follows: member - \$100.00; non-member - \$150.00 and guest - \$75.00.

Vendors

Last year our vendor booth fees were \$450.00. We voted to have levels this year and charge accordingly. They are as follows:

- Gold Level - \$1000.00 includes booth, major recognition as a Social sponsor, full page ad in program
- Silver Level - \$750.00 includes booth, minor recognition as a Social sponsor, ½ page ad in program
- Bronze Level - \$500.00 includes booth, ¼ page ad in program

Chris will contact SunGard to inform them of our date and request that they begin lining up consultants to send. (The group requested Kim Saving-Sherman and James Squires from Sungard.) Chris recommended Glenn Trammel, Southern Client Services General Manager for Sungard, as our speaker for the opening session. Mr. Trammel has also agreed to do a breakout session. He is from the Jackson area.

Kevin is going to contact Sally Johnson, our new SunGard Account Manager, to see if she can meet with us at our next meeting.

The following volunteered to serve on committees:

Chair – Debbie Loden

Vendors – Phillip Brooks

Program – Bettye Graves, Marily Sauls, Edith Riley, and Chris Giger

Entertainment – Luncheon:

Social:

Teresa Bost and Cindy Hampton have agreed to serve (hopefully with John's help)
Registration – Becky Finley, Cindy Hampton, Tammie Dill, Debbie Loden, Donna Hayden
Technical – Justin Ferguson, Allen Coleman
Doorprizes – Cay Lollar, Lisa McDaniel

Other Business

We discussed compiling a list of contacts (Banner users) for each school to use as a resource list. Each school is to bring this to the next meeting. It needs to include a contact person in each area with their email address and phone number – preferably someone who is willing to help out if you have a problem. Also, we need to bring a list of all Banner modules/versions as well as any 3rd party products that we use.

List Serv – Each school representative needs to let their Banner users know about the list-serv and remind them to sign up for it if they have not already done so. To subscribe, send an email message to: majordomo@lists.msstate.edu. To post a message to MBUG-L, address your message to: mbug-l@lists.msstate.edu.

Our next meeting is scheduled for April 29, 2008, 10:30 a.m. at IHL.

Meeting was adjourned at 1:30 p.m.

Minutes recorded by Debbie Loden, MBUG Secretary