



Meeting Agenda/Minutes MBUG Executive Committee

Purpose of Meeting:	Executive Committee Meeting	Approved:	January 27, 2015
Meeting Date:	November 17, 2014	President:	Eric Atchison
Start Time:	10:30 a.m.	President-Elect:	Cassandra Atley
End Time:	1:00 p.m.	Treasurer:	Cay Lollar
Location:	Holmes CC	Secretary:	Lisa McDaniel
	Ridgeland, MS	Past-President	Allen Coleman

Representatives	Technical/ Functional			Phone	Present/Absent
Officer	President	Eric Atchison	eatchison@mississippi.edu	601-432-6288	Present
Officer	Pres-Elect	Cassandra Atley	catley@msdelta.edu	662-332-8250	Present
Officer	Treasurer	Cay Lollar	clollar@iccms.edu	662-862-8032	Present
Officer	Secretary	Lisa McDaniel	lmcdaniel@its.muw.edu	662-329-7377	Present
Officer	Past-President	Allen Coleman	alcoleman@iccms.edu	662-862-8105	Absent
Alcorn State University	Technical	Donna Hayden	dhayden@alcorn.edu	601-877-6674	Present
Alcorn State University	Functional	Jimmy Smith	jsmith@alcorn.edu	601-877-3966	Absent
Delta State University	Technical	Chris Giger	cgiger@deltastate.edu	662-846-4104	Present
Delta State University	Functional	Justin Chandler	jchandler@deltastate.edu	662-845-4052	Present
Holmes Community College	Technical	Kevin Baker	kbaker@holmescc.edu	662-472-9087	Absent
Holmes Community College	Functional	Gail Muse Beggs	gmuse@holmescc.edu	662-472-9087	Absent
IHL	Technical	Stephen Frederic	sfrederic@mississippi.edu		Present
IHL	Functional	(officer)			
Itawamba Community College	Technical	Steven West	sawest@iccms.edu	662-862-8107	Present
Itawamba Community College	Functional	Tammie Dill	twdill@iccms.edu	662-862-8031	Present
Jackson State University	Technical	Artis Smith	artis.smith@jsums.edu	601-979-1080	Present
Jackson State University	Functional	Keilani R. Vanish	keilani.r.vanish@jsums.edu	601-979-0330	Absent
Mississippi College	Functional	Cindy Hampton	hampton@mc.edu	601-925-3485	Present
Mississippi College	Technical	Jim Pilgrim	jpilgrim@mc.edu	601-925-3814	Present
Mississippi Delta Community College	Technical	Lisa Jones	ljones@msdelta.edu	662-246-6374	Present
Mississippi Delta Community College	Functional	(officer)			
Meridian Community College	Technical	Phillip Brooks	pbrooks@mcc.cc.ms.us	601-484-8691	Present
Meridian Community College	Functional	Ashley Hunter	ahunter4@meridiancc.edu	601-484-8636	Present
MS Gulf Coast Comm. College	Technical	Dan Webb	dan.webb@mgccc.edu	228.897.3828	Present
MS Gulf Coast Comm. College	Functional	Louise Brown	louise.brown@mgccc.edu	601-928-6278	Present
Mississippi State University	Technical	Rosiland A. Garner	rgarner@its.msstate.edu	662-325-9177	Present
Mississippi State University	Functional	Denise Peeples	denisep@controller.msstate.edu	662-325-1930	Absent
Mississippi University for Women	Technical	(officer)			
Mississippi University for Women	Functional	Tammy Prather	tsprather@muw.edu	662-329-7135	Present
MS Valley State University	Technical	Carmela Staten	carmela@mvsu.edu	662-254-3649	Present
MS Valley State University	Functional	Joyce Dixon	jdixon@mvsu.edu	662-254-3308	Present
Northeast MS Community College	Technical	Mark Nichols	mdnichols@nemcc.edu	662-720-7458	Absent
Northeast MS Community College	Functional	Shannon Tucker	sftucker@nemcc.edu	662-720-4084	Absent
Pearl River Community College	Technical	Steve Howard	showard@prcc.edu	601-403-1219	Absent
Pearl River Community College	Functional	Tonia Moody	tmood@prcc.edu		Absent
Program Director		Edith Riley	egr1@msstate.edu		Present

Eric Atchison called the meeting to order.

There were 22 board members in attendance as well as Edith Riley, Program Director.

The minutes from August 5, September 13, and September 16 were approved with Cindy Hampton moving to accept and Louise Brown seconding the motion.

Finances

There were \$7250 vendor fees collected from the conference. The ending balance was \$46,643.20 as of 11/16/2014.

Conference Evaluation

There were 61 evaluations submitted. The following are some comments from the evaluation:

Opening session should have a speaker,
Temperature of rooms was too cold,
Cay Lollar and Ashley Hunter had good sessions,
Need vegetarian options and healthier snacks,
Need AR birds of a feather.

A suggestion was made that we have a boot camp for each module and that a board member or someone from each institution should present.

Vendor Contracts need to be clear and concise. Do we want certain levels to be able to present? (Tabled until next meeting)

Online payments were discussed, but there are not many schools wanting to pay with credit cards. Rosiland will check with MSU, and Stephen will check with PayPal and Square.

Conference Proposals

Louise Brown presented proposals from the IP and Golden Nugget.

IP – Rooms Monday and Tuesday - \$59.99, Saturday - \$149.99; 6 breakout rooms with 5 rooms being \$200 per day; no outside a/v allowed, \$2000 deposit required.

Golden Nugget – Rooms Monday and Tuesday - \$69, Saturday - \$179; breakout rooms \$200 each; must spend \$12,000 on food to get above rates.

Tammie Dill presented a proposal from the Tupelo Hilton Garden Inn. Room rates are \$109; 8 breakout rooms; a total of \$14,000 was spent at the last conference in Tupelo; do not know if the convention center will offer a stipend. Whispering Woods has not sent a proposal, but Tammie will contact them.

Ashley Hunter presented a proposal from the MSU Riley Center in Meridian. There is no hotel attached; 10 conference rooms; breakout rooms are \$250 per room per day; large room is \$1000 per day; no agreement with area hotels.

The decision was made to send additional proposal information thru email, and then allow each school to vote thru email.

MBUG Logo

A motion was made by Louise Brown to upgrade the MBUG logo with Justin Chandler seconding the motion. A motion was made by Cindy Hampton to allow Steven West to do some new prototypes with Donna Hayden seconding the motion. All were in favor.

The motion to adjourn was made by Steven West with Jim Pilgrim seconding the motion.

Addendum since last meeting: Denise Peebles is the new functional board member from MSU. The 2015 conference will be in Tupelo.

Minutes recorded by Lisa McDaniel, MBUG Secretary