



## Meeting Agenda/Minutes MBUG Executive Committee

<b>Purpose of Meeting:</b>	<b>Executive Committee Meeting</b>	<b>Approved:</b>	<b>April 6, 2015</b>
<b>Meeting Date:</b>	<b>January 27, 2015</b>	<b>President:</b>	<b>Eric Atchison</b>
<b>Start Time:</b>	<b>10:30 a.m.</b>	<b>President-Elect:</b>	<b>Cassandra Atley</b>
<b>End Time:</b>	<b>1:00 p.m.</b>	<b>Treasurer:</b>	<b>Cay Lollar</b>
<b>Location:</b>	<b>Holmes CC</b>	<b>Secretary:</b>	<b>Lisa McDaniel</b>
	<b>Ridgeland, MS</b>	<b>Past-President</b>	<b>Allen Coleman</b>

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

Eric Atchison called the meeting to order.

There were 25 board members in attendance as well as Edith Riley, Program Director.

New board member Denise Peeples from MSU was introduced.

The minutes from November 17, 2014 were approved with Cindy Hampton moving to accept and Louise Brown seconding the motion. All were in favor.

### Finances

The ending balance was \$45,893.77 as of 12/31/2014.

**Vendor Contracts/Multi-year Contracts**

Multi-year contracts were discussed, but the motion was made by Kevin Baker to dismiss the suggestion with Cindy Hampton seconding the motion. All were in favor.

**MBUG Logo**

The new logo suggestions were discussed, and Eric will send out an electronic version with ideas.

**Online Payments**

MSU would like to pay with credit card.

**2015 Conference**

The 2015 conference will be in Tupelo. All proposals were great, and the vote was close.

**Conference Committees**

Registration – Tammie Dill and Cay Lollar

Door Prizes – Joyce Dixon

Technical – Allen Coleman, Eric Atchison, Kevin Baker, and Phillip Brooks

Logistics – Cay Lollar and Tammie Dill

Greeters – Ashley Hunter, Donna Hayden, and Keilani Vanish

Web – Allen Coleman

Tupelo Welcome – Cay Lollar and Tammie Dill

Printed Program – Tammie Dill

Presenter Gifts – Rosiland Garner

T-shirts – Cindy Hampton and Artis Smith

Bags/Give away' s – Cay Lollar and Tammie Dill

Entertainment – Ashley Hunter She will try to get a Meridian CC group for Sunday night.

We will need liability insurance for the conference.

**User led sessions**

HR Bootcamp – Edith contacted Alcorn and Delta State to do this session.

Financial Aid Bootcamp – Rosiland will try to get someone to do this session.

Advancement Bootcamp – Need volunteers

**Review of Constitution and by-laws**

Louise Brown, Ashley Hunter, Cassandra Atley, and Keilani Vanish have volunteered to serve on the committee to review the constitution and by-laws along with Eric.

Louise Brown moved to adjourn the meeting with Rosiland Garner seconding the motion. All were in favor.