



Meeting Agenda/Minutes MBUG Executive Committee

Purpose of Meeting:	Executive Committee Meeting	Approved:	
Meeting Date:	April 6, 2016	President:	Cassandra Atley
Start Time:	10:30 a.m.	President-Elect:	Artis Smith
End Time:	1:00 p.m.	Treasurer:	Cay Lollar
Location:	Holmes CC	Secretary:	Lisa McDaniel
	Ridgeland, MS	Past-President	Eric Atchison

Representatives	Technical/ Functional			Phone	Present/Absent
Officer	President	Cassandra Atley	catley@msdelta.edu	662-332-8250	Present
Officer	Pres-Elect	Artis Smith	artis.smith@jsums.edu	601-979-1080	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	Eric Atchison	eatchison@mississippi.edu	601-432-6288	Present
Alcorn State University	Technical	Donna Hayden	dhayden@alcorn.edu	601-877-6674	Absent
Alcorn State University	Functional	Jimmy Smith	jsmith@alcorn.edu	601-877-3966	Present
Delta State University	Technical	Chris Giger	cgiger@deltastate.edu	662-846-4104	Absent
Delta State University	Functional	Chrisa Mansell	cmansell@deltastate.edu		
Holmes Community College	Technical	Steven Tiller	stiller@holmescc.edu	662-472-9091	Present
Holmes Community College	Functional				
IHL	Technical	Stephen Frederic	sfrederic@mississippi.edu		Present
IHL	Functional	(officer)			
Itawamba Community College	Technical	Allen Coleman	alcoleman@iccms.edu	662-862-8105	Present
Itawamba Community College	Functional	Tammie Dill	twdill@iccms.edu	662-862-8031	Present
Jackson State University	Technical	(officer)			
Jackson State University	Functional	Keilani R. Vanish	keilani.r.vanish@jsums.edu	601-979-0330	Present
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 Williams	lwilliams@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	Absent
Meridian Community College	Functional				
MS Gulf Coast Comm. College	Technical	Dan Webb	dan.webb@mgccc.edu	228.897.3828	Absent
MS Gulf Coast Comm. College	Functional	Louise Brown	louise.brown@mgccc.edu	601-928-6278	Present
Mississippi State University	Technical	Rosiland Ashford	rashford@its.msstate.edu	662-325-9177	Present
Mississippi State University	Functional				
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	Absent
MS Valley State University	Functional	Joyce Dixon	jadixon@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				
Pearl River Community College	Functional	Tonia Moody	tmood@prcc.edu		Present
Program Director		Edith Riley	egr1@msstate.edu		Present

Cassandra Atley called the meeting to order.

There were 19 board members in attendance as well as Edith Riley.

Chrisa Mansell and Steven Tiller, new board members, were introduced and welcomed.

Louise Brown made a motion to accept the agenda with Cay Lollar seconding the motion. All were in favor.

The minutes from February 24, 2016 were approved with Eric Atchison moving to accept, and Joyce Dixon seconding the motion.

Financial Statement – The ending balance as of April 5, 2016 was \$45,452.97. There are several schools that owe dues for the year. Cindy Hampton moved to accept the balance with Louise Brown seconding the motion.

Old Business

Edith has requested these sessions from Ellucian: 1095c, Advancement, Financial Aid, XE modification, and Banner Capture. She needs BOF moderators and will be adding a new Banner users/new conference attendee session on Sunday. Edith will send an email after ELive with possible topics. Ellucian will do a general session

Registration information will be sent out July 1st. A statement will be added to the registration form that states, “If form is faxed, payment must be received by (date). I understand that I am responsible for the registration fee.”

Opening speaker suggestions – Terry Dent from Mississippi College, charge travel expenses and hotel Sam Jones – charge \$750 plus travel and hotel. There were 11 votes for Terry Dent and 0 for Sam Jones.

Cindy Hampton suggested that we use Mitch McGinnis’ band again this year for \$1200 and his photo booth for \$375. Lisa Williams moved to accept the suggestion with Eric Atchison seconding the motion.

Cindy Hampton will order long sleeve t-shirts which may be burgundy in color if it is available in the needed sizes.

Conference Theme – “Expanding the possibilities, going beyond the basics” This will be added to the program and registration form.

The caterer will be Romies which is the one that was used last year.

Vendors – S&S Recovery is the only vendor that has paid. There are two that have committed verbally.

2017-2018 Conference

Rosiland Ashford is working on a proposal in Starkville.

Keilani Vanish has gotten a \$25,000 proposal from the Jackson convention center. She will check with the Jackson Marriot.

Louise Brown has gotten a proposal from Lake Terrace in Hattiesburg.

Tonia Moody will get a proposal from the Gulf Coast.

The Riley Center and Lake Terrace would both like for the board to visit.

Denise Peeples, MSU board member, will be replaced.

Conference Budget

A committee consisting of Eric, Cay, Joyce, Artis, Tonia, and Cassandra was formed to develop a conference budget. Cay will evaluate the amounts spent over the last several years.

New Business

Skype/Face Time was discussed as possibility for board members who are unable to attend meetings. The majority decided against this idea.

Each campus should commit to offering Lunch and Learn sessions. Eric will coordinate a running group at the conference. Cay will coordinate a food pantry donation for the city of Tupelo at the conference. Ideas for a conference “happy” can be sent to Tammie Dill, and presenter gift ideas can be sent to Rosiland Ashford.

Louise Brown moved to adjourn with Artis Smith seconding.