



## Meeting Agenda/Minutes MBUG Executive Committee

|                            |                                    |                         |                        |
|----------------------------|------------------------------------|-------------------------|------------------------|
| <b>Purpose of Meeting:</b> | <b>Executive Committee Meeting</b> | <b>Approved:</b>        |                        |
| <b>Meeting Date:</b>       | <b>June 28, 2016</b>               | <b>President:</b>       | <b>Cassandra Atley</b> |
| <b>Start Time:</b>         | <b>10:30 a.m.</b>                  | <b>President-Elect:</b> | <b>Artis Smith</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>Eric Atchison</b>   |

| Representatives                     | Technical/<br>Functional |                   |  | Phone        | Present/Absent |
|-------------------------------------|--------------------------|-------------------|--|--------------|----------------|
| Officer                             | President                | Cassandra Atley   | <a href="mailto:catley@msdelta.edu">catley@msdelta.edu</a>                 | 662-332-8250 | Absent         |
| Officer                             | Pres-Elect               | Artis Smith       | <a href="mailto:artis.smith@jsums.edu">artis.smith@jsums.edu</a>           | 601-979-1080 | Present        |
| Officer                             | Treasurer                | Cay Lollar        | <a href="mailto:clollar@iccms.edu">clollar@iccms.edu</a>                   | 662-862-8032 | Present        |
| Officer                             | Secretary                | Lisa McDaniel     | <a href="mailto:lmcdaniel@its.muw.edu">lmcdaniel@its.muw.edu</a>           | 662-329-7377 | Present        |
| Officer                             | Past-President           | Eric Atchison     | <a href="mailto:eatchison@mississippi.edu">eatchison@mississippi.edu</a>   | 601-432-6288 | 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 | Present        |
| Delta State University              | Technical                | Chris Giger       | <a href="mailto:cgiger@deltastate.edu">cgiger@deltastate.edu</a>           | 662-846-4104 | Absent         |
| Delta State University              | Functional               | Chrisa Mansell    | <a href="mailto:cmansell@deltastate.edu">cmansell@deltastate.edu</a>       |              | Present        |
| Holmes Community College            | Technical                | Steven Tiller     | <a href="mailto:stiller@holmescc.edu">stiller@holmescc.edu</a>             | 662-472-9091 | Absent         |
| Holmes Community College            | Functional               | Lily Austin       | <a href="mailto:laustin@holmescc.edu">laustin@holmescc.edu</a>             | 662-472-9146 | Present        |
| IHL                                 | Technical                | Stephen Frederic  | <a href="mailto:sfrederic@mississippi.edu">sfrederic@mississippi.edu</a>   |              | Present        |
| IHL                                 | Functional               | (officer)         |  |              |                |
| Itawamba Community College          | Technical                | Allen Coleman     | <a href="mailto:alcoleman@iccms.edu">alcoleman@iccms.edu</a>               | 662-862-8105 | 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                | (officer)         |  |              |                |
| 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 | Absent         |
| Mississippi Delta Community College | Technical                | Lisa Williams     | <a href="mailto:lwilliams@msdelta.edu">lwilliams@msdelta.edu</a>           | 662-246-6374 | Absent         |
| 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 | Absent         |
| Meridian Community College          | Functional               |                   |  |              |                |
| MS Gulf Coast Comm. College         | Technical                | Dan Webb          | <a href="mailto:dan.webb@mgccc.edu">dan.webb@mgccc.edu</a>                 | 228.897.3828 | Absent         |
| MS Gulf Coast Comm. College         | Functional               | Louise Brown      | <a href="mailto:louise.brown@mgccc.edu">louise.brown@mgccc.edu</a>         | 601-928-6278 | Absent         |
| Mississippi State University        | Technical                | Rosiland Ashford  | <a href="mailto:rashford@its.msstate.edu">rashford@its.msstate.edu</a>     | 662-325-9177 | Absent         |
| Mississippi State University        | Functional               |                   |  |              |                |
| 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                |                   |  |              |                |
| Pearl River Community College       | Functional               | Tonia Moody       | <a href="mailto:tmood@prcc.edu">tmood@prcc.edu</a>                         |              | Absent         |
| Program Director                    |                          | Edith Riley       | <a href="mailto:egr1@msstate.edu">egr1@msstate.edu</a>                     |              | Present        |

Eric Atchison called the meeting to order.

There were 15 board members in attendance as well as Edith Riley.

A welcome was extended to Lily Austin who is the new board member from Holmes. Keilana Vanish was thanked for stepping in as the Vendor representative.

The minutes from April 6, 2016 were approved with Eric Atchison moving to accept, and Joyce Dixon seconding the motion. All were in favor.

**Financial Statement** – The ending balance as of June 27, 2016 was \$45,452.36. There are several schools that still

owe dues for the year.

### **Old Business**

**Conference** -Edith has the following people on the list to bring projectors: Rosiland Ashford, Allen Coleman (2), Donna Hayden, Tonia Moody, Tammy Prather, Shannon Tucker (2), Louise Brown, Phillip Brooks, Cindy Hampton, and Carmela Staten.

New sessions for conference on Sunday: Banner Boot Camp – Carmela Staten, Community College Birds of a Feather – Shannon Tucker, and New Banner Users – Donna Hayden, Cay Lollar, and Cindy Hampton.

Edith still needs 3 more sessions, and she will be sending an email to the listserv to include the food pantry, conference theme, and the Sunday night entertainment.

**Vendors** – Keilani has received one paid vendor – Nelnet and three applications - College Scheduler, TouchNet, and S&S Recovery.

**Registration** – Twenty six registrations have been received – Itawamba CC (21), University of North Alabama (2), and MSU (3).

**Food Pantry** – An email will be sent to those registered reminding them to bring items for the food pantry as well as a notice on the web site and the registration form.

**“Happie”** – The happie will be knock-off Yeti cups.

**Presenter Gift** – The presenter gifts will be paper weights with the MBUG logo.

**Bags** – The bags are grey and black.

**T-shirts** – The t-shirts are long sleeve, burgundy.

**Door Prizes** – The door prizes will be purchased in Tupelo, and ICC will bring some blankets and flashlights from previous years give a ways.

**Fun Run** – A fun run is planned for the conference, and Eric will contact the hotel for suggested routes.

**Budget Committee Report** – See attached PowerPoint. The speaker budget should be between \$500 and \$750.

### **2017-2018 Conference Vote**

Natchez – 10      Jackson – 0  
Starkville – 1      Hattiesburg – 2  
Meridian – 0

The conference will be in Natchez for 2017 and 2018 with conference chair, Cindy Hampton, and co-chair, Donna Hayden.

Louise Brown moved to adjourn with Artis Smith seconding. The meeting was adjourned.

*Minutes recorded by Lisa McDaniel, MBUG Secretary*