

IMACC Board Meeting
Allerton House, Pine Room
Thursday, April 11, 2019

Present:

Officers: Sunil Koswatta – President, Diane Koenig – President Elect, Steve Kifowit – Past President, Natalie McGathey – Treasurer, Amy Frankel - Secretary

Board Members: Linda Blanco, Donna Carlson, Dan Kernler, Jeremy McClure, Michael Caparula, Jeremy Chamberlain, Laurel Cutright, Kyra Rider, Kim Martin

Guests: Rodger Hergert, Paul McCombs, Kim McHale

Absent:

1 **Call to order:** President Sunil Koswatta called the meeting to order at 1:42 p.m.

1.1 Introductions and welcome guests:

1.2 Review and approve minutes: The minutes from the October 13, 2018 **were reviewed. Dan Kernler made a motion to approve and Kyra Rider seconded – motion carried.**

2 Reports

2.1 Scholarship (Angie Gum): No scholarships awarded due to no applications

2.2 Membership (Chris Riola, Natalie McGathey): Natalie: numbers in report are based on moving to the website. Chris has been doing a great job making sure the new database is up to date and reconciles with old data base. Natalie will no longer work with membership database, but she will be keeping the institutional membership database. Normally around 20 members lost per year, but this year we lost 39. The new website will make it easier to keep track of multi-year members and get them to renew. Natalie suggested that we do something to boost numbers – like the pamphlet we did previously. Sunil asked about getting an email with a renewal date that is not a year out. Dan Kernler and Natalie will look into that and talk to Chris. Natalie discussed the difficulty of members using checks to register now with the new website and method of renewing. She needs to communicate with Chris to let him know whether or not the check matches the renewal term. We should ask Chris to see if the system is working for him. Natalie suggests that we consider only accepting PayPal for memberships. Kyra Rider suggested that members can bring checks to the conference if they must pay by check. Linda Blanco suggested raising the conference fee to cover the cost. It was decided that this should be brought up at the business meeting. Chris's questions from the report: There are some members who are life members and he doesn't have email addresses – how does he contact them to get them to register for the new website? Does someone have a mailing address for those with NO contact info? Steve Kifowit will contact Chris and work with him on this. Chris noted quite a few life members and many have not registered in the new website. He would like to contact them on paper if we have home address. There are 28 with no current contact info, Diane and Chris will work to see if other members know how to contact them. 181 active members, 12 new in 2019. 39 expired in 2018 and 22 in 2017 that have expired and not renewed in 2019. Set current members to the end on 6/30 of their expiration year – and new members are set to the end of the month they registered in 2020 (or the year it expires). Sunil mentioned that his renewal ends on 6/30/19 instead of 6/30/20. Chris will look into any of these and fix them.

2.3 Nominations and Elections (Diane Koenig): Elections were done on the website for the first time. Things went smoothly. There were about 65 votes cast, and Rodger Hergert confirms that it's pretty consistent with previous years. No races were contested, but there was a bylaws change. Bylaws change: 57 yes, 3 no. There needs to be a vote by the board on an appointment

for Michael Caparula's board position (new president elect) – **Abby Bailey. Diane Koenig made a motion to appoint Abby Bailey to fill Michael Caparula's position until 2021. Dan Kernler seconded. Motion carried.**

- 2.4 Constitution and Bylaws (Steve Kifowit, Sunil Koswatta): The bylaw change has to be updated on the web site. Who is the official keeper for the current version of the constitution, bylaws, etc.? Dan Kernler moved everything from the old site to the new site. Rodger Hergert referenced the bylaws. Bylaws state the Past-President is the keeper of the official copy. Dan Kernler feels the web site and web master should have the official copy – because it is required that the web site have the most up to date copy. Dan Kernler stated that presidents have access to the web site and can update. The bylaws have been updated to reflect the outcome of the vote on the changes.
- 2.5 Treasurer's Report (Natalie McGathey): Natalie shared the report of the accounts. No change to the scholarship account. Last year gave out \$1,000 and \$1250. None awarded this year. In general fund under the individual dues row, look at the trend and the valleys. Seem pretty steady though over the past few years. Institutional is down by 2. They are not done online, they are still sent in with a paper form. Other change was website fees. We have paid out the majority of what the web site will cost us to get up and running. Going forward will just be for upkeep. Natalie was worried about the amount that we're subsidizing in PayPal fees. It looks to be about \$200 for a year. She feels that the \$5 fee is discouraging people from registering online. Rodger Hergert reports that about 25 people who paid by PayPal. There are 13 that have not yet paid who indicated they would pay by check. Natalie recommends that we just make it one or the other: check or pay online instead of allowing both. Rodger commented that this is a new issue since registration for the conference can be done online. Or if they register online they must pay then (or if institutional registration), and if they want to pay by check they must mail in the check with their registration. No registering online and then sending check. Rodger agrees that he prefers that.
- 2.6 Budget (Natalie McGathey): Natalie submitted the budget proposal for next year. Changes: because institutional membership dues have been consistently under \$8000, that amount was lowered from \$8700. Also lowered was conference registration to \$23000. Lowering the amount budget for the conference budget to \$32000. Insurance has gone up to \$741 so the line item is \$750. Speakers' fee was increased to \$5000. Discussion – Diane Koenig is glad that the speaker budget has gone up in order to attract good speakers and give them what they deserve. Will help us be more competitive. A question was raised about raising conference fees since we increased the speaker budget. Natalie suggests raising the conference and institutional membership fee by \$10-20. Conference fee discussion happens at the October/Fall board meeting. It will be decided then. **Steve Kifowit moved to recommend Natalie's proposed budget to the membership on Saturday. Mike Caparula seconded. Motion Passed.**
- 2.7 Awards (Deanna Welch): Paul McCombs – Deanna says there is a distinguished service award and a lifetime award. No one for the teaching excellence or the James Armstrong award. Chris Riola noted that Beth Beno retired in December and should get a lifetime award as well.
- 2.8 Communications (Jeremy Chamberlain): 25 institutional + 69 individual = \$316.99 to mail out Connexions which is about \$900 yearly. With the new membership registration on the site and having to choose how to get the Connexions, the mailing number may go down.
- 2.9 Webmaster (Dan Kernler): It was a really big project – lots of people to thank. Under what was originally provided. Current provider is excellent. Lots of cool behind the scenes features. Easy to edit. Jeremy Chamberlain – question from the publishers: could they use the website to register and sponsor? Dan stated that Jeremy's form could be posted on the web site and they could print it and send it in. Going forward the costs are pretty minimal: domain name registration, and site hosting. Any other changes are \$50 per hour by the developer. Steve Kifowit – don't see a discussion feature. Can it be added to make it easier to have a discussion

about issues that require a discussion before a vote. Dan can look into the cost. Diane Koenig – Board member info? It's under Contact Information. Discussion was had about changing the name to Leadership & Committees instead of Contact Information. Discussion was also had about adding a statement or two to the top of the contact information page about who to contact re: membership, conference, general to ameliorate emails sent to the wrong persons.

- 2.10 Curriculum (Keven Hansen): Mike Caparula – reported on the summits held at COD, Parkland, SWIC. He attended the one at Parkland, others attended the one at COD. Mike asked if we could send a thank you. He will talk to Keven about sending it
- 2.11 Placement and Assessment (Keven Hansen): No report
- 2.12 Historian (Rodger Hergert): Norman Reese, long time IMACC member passed away in March. Played a lot of key roles.
- 2.13 Conference Coordinator (Rodger Hergert): 118 registered. A little over 100 were done online. Maybe 20 were on paper only. Only 25 of the online paid through PayPal. 13 outstanding checks. Many said they would bring to the conference. 17 institutional representative registrations were used. 14 are current – he emailed the other 3 and got a response from all and expects to get those checks this weekend or very soon after. Dan Kernler asked about the institutional memberships that are not current by March 1st but people are allowed to register for the conference with an expired institutional membership.
Cancellations:
2 were not staying on site and we aren't charged for food until after so Rodger refunded. 2 others canceled ahead of time so they were refunded as well. One just came in yesterday – due to illness, and they were not staying at Allerton. Rodger recommends that the board approve the refund. **Steve Kifowit moved to approve the refund, Diane Koenig seconded the refund. Motion carried.**
- 2.14 Publishers Coordinator (Jeremy Chamberlain): \$1125 from tables and sponsorships. Pearson, MacMillin and McGraw Hill are sponsoring social events.
- 2.15 Conference Program (Sunil Koswatta): Lots of good speakers this year. There are 13 past presidents attending this year and some are making presentations. Speaker form – doesn't say that they must register for the conference. Need to change it to require the person to register in order to be a speaker. Diane Koenig will update the form and send to Dan Kernler.

3 Old Business

- 3.1 IMACC Website: (see Webmaster section above)
- 3.2 IRS forms for speakers (Natalie McGathey): Taken care of
- 3.3 IMACC budget items (Sunil Koswatta, Natalie McGathey): Budgeted \$6000 for speakers. Sunil states that he submit a check for the general fund.
- 3.4 Other

4 New Business

- 4.1 AMATYC Conference Hospitality Room: Sunil Koswatta – received a request from AMATYC. \$250 is budgeted. Should we increase it? Mike Caparula shared that it won't be a traditional room and the goal is to make it more social. How much did we give in the past? \$250. **Mike Caparula moved that we increase our budget to \$400 to donate, Steve Kifowit seconded. Motion carried.**
- 4.2 AMATYC Conference Volunteering: They need volunteers
- 4.3 Upcoming Meetings and Delegates
 - 4.3.1 AMATYC delegates: Affiliates – Diane Koenig, Sunil Koswatta, Mike Caparula. State are up to John – we are not clear who those people are. Diane will contact John and she will see if there's anyone from general membership that wants to do it.
 - 4.3.2 ISMAA – Keven Hansen is running for VP. Abby Bailey is running for board member. Paul McCombs generally goes.
- 4.4 Education Bills (Keven Hansen, Chris Appuhn, Linda Blanco, Michael Caparula):

4.4.1 SB 0446 Mike – U of I finally put out an official statement. It was going to go up for a hearing, but it has since been pulled off the schedule. Linda – Rich Kolasa there was a meeting of the proponents and IBHE and ICCB. Another amendment is being drafted. Ambiguity about oversight and the working groups coming together. Likely will try to get pushed through in the last 5 weeks of the session. ...We need to be diligent about this, worry that they may come back with all these “concessions” and then get it pushed through. Mike – when he found out the bill had been tabled, it was from a humanities professor and found out from his state organization. His email had our letter attached.

4.4.2 HB 2165 – is about removing algebra and geometry from HS graduation requirements. Perhaps related to the push to have HS students also earn an AA in their last 2 years? Katie Stuart is the sponsor of this bill. Also takes out Computer Science as a replacement for a math class. This bill did not do much once the original language was changed.

4.4.3 HB 0423 – no discussion

4.5 Possibility of having and IMACC Lobbyist (Ellen Field, Sunil Koswatta): Ellen – talked to former state rep who was also a faculty member at NIU. He asked who our representative was that is working against this bill? We don’t have a person – he recommended getting a lobbyist. Ellen asked him if he could be our lobbyist, and what does having a lobbyist involve? He sent an email with details. Fixed fee for fixed term, in addition to food and travel costs. (Get copy) Discussion – Steve Kifowit responded that it could be \$3000 – 4000 per issue and then explained how the process works. The process is stacked against the people of the state. There was a shell bill, then an amendment, and another amendment. It is difficult to submit witness slips and have them counted. Discussion was had about whether our organization should contract a lobbyist. It is not within our means. But we could establish a legislative committee to track when there are bills pertaining to our issues. Could we ask Stephanie Kifowit to train members to track and act on bills. Maybe there are retired members who might be interested as they would be available to travel to Springfield? Sunil Koswatta brought up SUAA who has lobbyists and one is devoted to education. Discussion will continue at Saturday’s board meeting.

4.6 Other – Jeremy McClure – There is a bill that would change the state level qualifications to teach. Sunil recommended we ask ICCB member Marcus Brown on Saturday about all of these bills and issues.

5 Adjourn: Dan Kernler made a motion to adjourn, Diane Koenig seconded and the motion carried. Meeting adjourned at 4:38 p.m.