

**Association for Student Conduct Administration  
Board of Directors Meeting  
Conference Call  
Thursday, May 13 and 27, 2010**

Board of Directors present: Dwayne Scott, W. Scott Lewis, Marlin Nabors, Chris Loschiavo, Jane Tuttle, Jeremy Inabinet, Tamara King, James Neumeister, Marc Shook, Karen Boyd

Absent: Ryan Holmes, Kellie Brennan, Lorrie Miller, and Daniel Swinton

Executive Director: Billye Potts

**Key:** Red = Motions; Blue = Sense of the Board; Green = Action Items; Purple = Recess/Adjournment

**I. Call to Order:**

II. Lewis called meeting to order Thursday, May 13, 2010, at 3:35 P.M. EST

**III. Approval of April 8, 2010 Minutes – Scott**

**IV. Motion by Scott: Approve April 8, 2010, conference call meeting minutes**

Second: Shook

Discussion: none

Motion carried

**V. FY11 Association Budget and Comments – Tuttle**

Lewis emphasized to the BOD the proposed FY11 budget that the board is responsible for providing an explanation to the Finance Committee and the association's membership concerning rejections and/or adjustments to any line item within the budget.

Board reviewed FY 2011 proposed budget line-by-line.

Loschiavo questioned circuit budget being moved from a budgeted amount of \$3300.00 to mini grants of \$2100.

Tuttle responded by stating that the Finance Committee thought the utilization of the mini grants would force circuits to be more accountable.

Lewis reported that if circuits need more finances the BOD will explore finding additional resource.

Neumeister questioned who will be making the decisions on who gets the money and what will happen if the money runs out?

Lewis stated the mini grant format will force circuit representatives to plan in advance, reward circuits who are active, and create more transparency. Lewis also stated that based upon the expenditure history of the circuit funds there is no reason to believe that all the monies will be used.

Potts reminded the BOD that a shortage in funding for circuit events could be made up through short-term reserves.

Lewis proposed that access to the mini grant funding should only be for circuits.

King stated that the each circuit should be allotted \$300.00 as done in the past and go to the mini grant format effective fall 2011.

Loschiavo will formulate email to address shortage in circuit expenses.

BOD discussed the possibility of moving to two in person board meetings as opposed to three as a cost savings endeavor

VI. Meeting recessed Thursday, May 13, 2010 at 4:05 pm EST.

VII. Meeting reconvened Thursday, May 27, 2010 4:00 pm. EST.

Board of Directors present: Dwayne Scott, W. Scott Lewis, Marlin Nabors, Chris Loschiavo, Jane Tuttle, Jeremy Inabinet, Tamara King, Daniel Swinton, James Neumeister, and Ryan Holmes

Absent: Kellie Brennan, Lorrie Miller, and Karen Boyd

Executive Director: Billye Potts

Lewis reported that the circuits line item was reinstated reflecting the same amount budgeted for FY10 year.

VIII. Motion by Swinton Approve 2010/2011 operating budget  
Second: Tuttle  
Discussion: none  
Motion carried

IX. **2011 Conference Budget**– Holmes  
BOD discussed the conference budget. Holmes reported that he and Potts reviewed the budget and determined that there are no major issues and/or problems with the proposed budget. Lewis reported that the budget is based on 650 registrants. Lewis also reported that there is a 3% increase in all registration costs for the 2011 conference.

Holmes reported that appropriate cutbacks have been made without compromising the overall quality of the conference.

X. Motion by Inabinet Approve 2011 conference budget  
Second: Tuttle  
Discussion: none  
Motion carried

XI. **Gehring Academy budget**

XII. Motion by King Approve 2011 Gehring Academy budget  
Second: Nabors  
Discussion: none  
Motion carried

XIII. **Updates** – Potts  
Potts will be sending out the board book on Tuesday, June 1, along with logistical information for the board meeting.

XIV. Motion by King : Adjourn meeting  
Second: Swinton  
Discussion: None  
Motion carried.

**XV.** Meeting adjourned at 4:22 pm EST

Submitted by: Dwayne J. Scott

**Approved: June 10, 2010**