

EWTG Board of Directors Meeting Minutes

Wednesday, March 15, 2023

5:30 – 7:00 PM

Zoom Meeting

1. Segue – Theresa McShan called the meeting to order at 5:32 pm.

Board Position	Name	Present
01. President	Theresa McShan	x
02. President-Elect	Coleen McCarthy	x
03. Vice-President	Jessica Escobar	x
04. Financial Officer	Catherine Crago	x
05. Secretary/Treasurer	Shannon Creekmur	x
06. Affiliates Director	Alsie Bond	x
07. Communications Director	Karen Howard	x
08. Program Director	Sarah Melecki	x
09. Mini-Course Director	Rashida Broussard	x
10. Public Relations Director	Melissa Hield	x
11. Membership Director	Tamala Fletcher	x
CMP Management	Brandon Glaser	x
CMP Management	Lauren Ramsey	x
Guest:		
Guest:		

2. Approval of Minutes: Brandon Glaser presented the February minutes. Jessica Escobar made a motion to accept the February minutes as presented. Coleen McCarthy seconded the motion. All approved.
3. President’s Report: Theresa went over the EWTG Board and Committee Calendar.
- a. Working on article for newsletter. Continuing to work with Justine (graphic designer) to get a logo together for the year and conference.
 - b. Theresa shared the images from the graphic designer. The board likes the first image the best. Suggested moving the EWTG logo to the left of the slider.
4. Financial Officer Report: Catherine Crago reported the February financials via a shared presentation. It is noted that the conference netted \$97K. Total checking/savings \$336,058.74, accounts receivable \$10,446.00, investment account \$416,093.70 for total assets at \$762,598.44. Melissa Hield called to question when and where the decision was made to charge non-members for luncheons and mini courses. It was determined that no one recalled a board vote being passed to charge for these. Theresa wanted to approve the financials as presented and to circle back to the non-membership charges. \$962.57 Brazos Valley actual, not \$769.06. Melissa Hield motioned to approve February financials. Alsie Bond seconded the financials Motion passed unanimously.

5. Director Reports – **Due to time constraints, no reports were given for 03-15-2023**
 - a. President-Elect/ Strategic Planning Committee Chair – No report given.
 - b. Vice President/Conference Committee Chair – No report given.
 - c. Affiliates – No report given.
 - d. Communications – No report given.
 - e. Membership – No report given.
 - f. Programs – No report given.
 - g. Mini-Course – No report given.
 - h. Public Relations – No report given.

6. New Business –
 - a. FY23 Draft Budget - Brandon presented the FY23 Draft budget, line by line. Sarah Melecki motions to accept the draft budget with an amendment of \$4,000 to the Program Committee Luncheon expense. Melissa Hield seconds the motion. Motion carries.
 - b. Conference update – An RFP for dates outside of the Thanksgiving timeframe was sent out. The RFP came back with availability at Embassy Suites, San Marcos, for Monday Dec 3-4. Jessica noted we will not have the full run of the house; it is modified but more than sufficient function space.

7. Old Business – None to report at this time.

8. Conclude / Adjourn – The meeting was adjourned by consensus at 7:14 pm.

Action Items:

- Check President's Committee emails for Theresa
- Lauren to send conference photos to Rashida