



Executive Board Meeting Minutes

Location: Zoom - <https://us02web.zoom.us/j/86407146144>

Date: Monday, July 24th

Time: 2:00 pm (central time)

Attendance: Molly Struve, Dan Nelson

- I. Approval of minutes from 6-29-23

- II. Financial & Budget Updates
 - a. Account Status Update (document from previous meeting)
 - b. May want to consider increasing conference costs

- III. Awards reminders
 - a. Outstanding Service to Students – *Need applications!*
 - Please consider nominating someone within your institution for this award
 - Application found here: <https://forms.gle/PN6sE9ZZj9dfnUHv8>
 - b. Student Scholarship Winner
 - Boom Guo Ming Nicholas (WITCC)
 - Molly will email all applicants about decision this week

- IV. 2023 Conference Planning
 - A. Date: November 2-3, 2023
 - B. DMACC – downtown campus
 - C. Keynote:
 - a. Brenda Clark Hamilton
 - i. “Who are you impacting?”

From Brenda's website: *This fun, interactive session will have you laughing, and leave you thinking, about the impact of your words, actions, and attitudes on each person you encounter— in your workplace, at home, and in your community.*

D. Theme options

- a. Currently working on logo for 2023 conference
- b. Theme option: "Impacting the world, one person at a time."

E. America Reads School

- a. Stowe Elementary in Des Moines
- b. Sue working with the school district to create a list – currently in progress

F. Reader's Corner

- a. Next edition in late September or early October to advertise conference and sessions

G. Food options

- a. After doing some quick calculations of the various options, it is estimated that the total food costs will be between \$1,500 and \$2,000
 - i. This estimation is based on light breakfast (Thurs), full lunch (Thurs), and full breakfast (Fri)
 - ii. Estimation is based on 40 people in attendance at the conference
 - iii. This would be \$40 - \$50 per person for food cost

H. Exhibitors/Presentation Ideas

- a. Canvas
- b. Townsend Press
- c. Hawkes Learning
- d. TurnItIn or AI Detection services
- e. Quiz related to developmental education statistics (using NOSS information and Dept. of Education)

I. Call for Proposals

- a. Update on the website & social media
- b. Emailed out to member and non-member list
- c. Application found here: <https://forms.gle/81JgZiG2VKRGPhsY6>

V. Other

- a. NOSS President's Meeting held last week. Discussed local conferences and increasing numbers at state and national level.

VI. Next Meeting

- **Monday, August 14th at 3:00 pm**