KCA Executive Board Meeting Minutes

September 16, 2014

Present: Tom Schmitt, John Lampe, Geri Reece, John Snyder, Ashley Brown, Pat Dahl

Treasurer Report: The balance at the August 2014 KCA executive board meeting was $24,373.35. Since the Board’s last meeting, the KCA has received ACA dues rebates in the amount of $70. As of today, the KCA balance is $24,443.35. John L. also noted that KCA currently has two accounts: the primary checking account and the account that holds the unclaimed Certificate of Deposit money (in the amount of $4265.85) in a Kansas City bank. The total amount of the two accounts is $28,709.20. There are no outstanding bills for KCA at this time. A motion was passed to accept the Treasurer’s Report.

Discussions:

* August Minutes: A motion was passed to approve the August minutes.
* CD at Security Bank of Kansas City: John L. provided the board with the known history of the Certificate of Deposit (CD) account through handouts distributed to the board members. John will continue to talk with past board members and affiliates to research the CD. At this time, there is nothing to indicate that the funds were previously managed inappropriately and the KCA continues to have legal access to the funds. A motion was passed to close out the CD at the Kansas City bank when the CD matures and to transfer the monies to the KCA main checking account to avoid having to manage two bank accounts in two separate banks.
* Fundraising: John S. provided the board with an update on the Kansas Speedway fundraising effort, which is scheduled for October 3, 4 and 5. It was noted that the KCA will continue to have a working relationship with the Speedway and will coordinate the fundraising effort. The KCA will delegate the volunteer efforts to the Wyandotte Sheriff’s Office and the Sgt. Audie Murphy group in order to provide law enforcement staff/volunteers, as requested by the Kansas Speedway. In this arrangement, it is anticipated that each entity (the Wyandotte Sheriff’s Office, the Sgt. Audie Murphy group, and the KCA) will receive potentially $1,000 in profits from the Kansas Speedway fundraiser. John L. will talk with an attorney about whether or not the KCA needs to obtain liability insurance for fundraising and other KCA events. A motion was passed to move forward with the fundraising efforts.
* Elections: Tom provided the board with copies of the dual membership ACA/KCA list of members. The board noted that there are currently two vacant member-at-large positions and one secretary position. It was decided that to start with the elections, the board would mail a postcard to all members, telling them of the upcoming board elections and encouraging them to visit the KCA website for more information about the candidates and to participate in the voting process. The election will be held on November 1, 2014 and all positions are up for general re-election to the KCA board. Ashley B. volunteered to make the postcards and the KCA-Student Chapter at Washburn will help with the postcard mailings. A motion was passed for the board to donate $200 to the KCA-Student Chapter for assisting the board with the election postcard mailing process. Pat will contact James Martin (Studio Mercury/KCA website manager) to set up an online voting process. Nominees will have their biographical information posted and voters will need a KCA member ID to vote. Pat D. will advise the board via email if SurveyMonkey is needed or if there is some other simpler, more cost-effective way to accommodate the online voting process.
* New Member: The board recognized Ashley Brown being appointed to the new student member-at-large position established for the KCA board.
* Website: Pat D. will solicit help from either a Washburn student or James Martin/Studio Mercury to help with modernizing the KCA website. The board suggested posting job information, training opportunities, advertisements, links to ACA and other related sites. Ashley B. offered to create a Facebook page for the KCA and a motion was passed to allow Pat D. to explore updating the KCA website and to allow Ashley B. to create a KCA Facebook page.
* Student Chapters: The board discussed student chapters. One suggestion that was made for offering incentives for student memberships is to have the KCA board write a letter of recommendation for each student chapter member. Geri R. offered to contact some of the colleges in western Kansas to initiate a KCA student chapter on that side of the state. The KCA Student Chapter-East (at Washburn University) is willing to forfeit 10 of its 20 sponsored/paid (by KCA) membership slots to help schools on the western slope have an opportunity to create a base of 10 sponsored/paid (by KCA) slots to start their student chapter. Tom S. and John L. will conduct face-to-face visits with some of the western colleges, particularly Ft. Hays, to help generate interest in a KCA Student Chapter-West.
* Conference: The board discussed the possibility of conducting a one-day conference in Kansas and brainstormed a number of ideas for different workshops and training opportunities. Geri R. will look into several possible workshops and training opportunities. The board decided that the conference would be held at Washburn University in April, 2015. Pat D. and Ashley B. will consider possible April dates for the Washburn University-based 1-day conference. The board will continue to discuss ideas and plans for this conference at the next KCA board meeting.
* New Secretary: Pat D. was appointed to the KCA board secretary position at the end of today’s meeting, thereby opening up a third member-at-large KCA board position.
* The next KCA Executive Board meeting will be held **via telephone on** **Wednesday, October 15, 2014 at 8:00 am**.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Patricia Dahl, Secretary

Kansas Correctional Association