

KCA Executive Board Meeting Minutes

May 16, 2013

Present: Tom Schmitt, Geri Reece, John Lampe, John Snyder, Patricia Dahl

Treasurer Report: John Lampe noted that finances are in stable condition. The last report (in April) showed a balance of \$22,410.14. Since then, one check has been written for the purchase of KCA promotional t-shirts from T-Shirts, Etc. in Topeka in the amount of \$1,095.92. The balance is now \$21, 314.22. John noted that a check has not yet been received from the Kansas Speedway fundraiser. John Snyder mentioned that the Kansas Speedway fundraiser raised a total of \$6,594.75, gross and before taxes. It is expected that approximately \$3,200 will go to KCA. The tax accountant for KCA has filed the federal tax report since there was less than \$50,000 in annual revenues, which allows the Board to file a postcard to the IRS.

Scholarships: The Board discussed narrowing down the 24 scholarship applications to the top five candidates and the process for that. It was decided that each Board member would send out their top five selections over the next week, based on four criteria used to initially assess the applications: 1) career aspirations, 2) high need, 3) balancing with life goals; and presentation/effort put forth to complete the application. John Lampe volunteered to collect the scholarship nominations and create a final unified list.

KCA Student Chapter: Pat Dahl noted that the school semester has recently ended and that she and the Chapter President will be meeting in June to discuss the fall semester for the Chapter. It was also noted that the Chapter members will be surveyed to see who might be interested in attending and/or participating in the Missouri Correctional Association's fall two-day conference in October. The Board discussed the possibility of sponsoring students for an overnight attendance at the conference. Pat will discuss this with the Student Chapter as well as create a "laundry list" of what the KCA Student Chapter at Washburn needs from the Board. Pat will send this list to the Board for their review at the next Board meeting. Meanwhile, Tom Schmitt made a motion to have the Board fund ten student chapter memberships at \$25 per member (\$15 for ACA/KCA membership and \$10 for the Washburn Criminal Justice Association, the overseeing organization), since at least seven memberships must be maintained in order for Washburn University to recognize the KCA Student Chapter as a formal campus organization. It was also noted that Washburn University students and staff greatly appreciated and enjoyed the presentations provided to students and staff by Board members Tom Schmitt and John Lampe during the spring 2013 semester. John Snyder mentioned that he would like to volunteer to speak at Washburn University and Pat mentioned that she would be contacting John Snyder to arrange that presentation for the fall 2013 semester. Geri suggested having surveys distributed to students and staff after a guest speaker presentation at Washburn, in order to receive feedback for the presentations.

Upcoming Elections: The Board discussed the two open Board positions: one for Secretary and one for a Member-at-Large. Geri noted that Ashley ___ of Wichita has expressed an interest in applying for the Secretary position. John Snyder noted that Johnson County's Wayne Rector was interested in the member-at-large position. Geri suggested that a student fill an honorary member Board position to encourage student engagement. The Board decided to have a survey in October for the Board positions.

Board Meeting Minutes: It was noted that, in the absence of a Board secretary, that Board members would rotate turns in recording meeting minutes. Pat will complete the April and May minutes. It was noted that Joe Fowler would record the next Board meeting minutes.

Membership: Geri noted that inquiries were still being sent to a former Board member (Deborah). Pat noted that she had thought Deborah's name had been removed from the site, but would check to see if a web page had been missed. Geri also suggested that the KCA web site should direct members to send ACA/KCA dues directly to ACA (which is usually the process noted on renewal notices) rather than to KCA.

The meeting adjourned after approximately 45 minutes.

The next meeting will focus on selecting the scholarship winners; a special meeting has been scheduled for **Thursday, May 23, 2013 from 8-9 am, central time.**