

**MN DEC BOARD MEETING MINUTES**  
**September 14, 2012**

**Members Present:**

Aaron Deris, Jane Gibson, Chris Hansen, Scottie Livingston, Kellie Krick Oborn, Jill Haak, Louise Rath, Judy Swett, Teresa Kuchera, Heide Muhs, Naomi Rahn, Mary Jo Manzey

Meeting was called to order at 1:50 p.m. by Kellie Krick Oborn, DEC President.

Michael Walters, Attorney for Wintering Law Office, went over the "Articles of Incorporation" for our MN DEC prior to the meeting. Questions were asked and several changes were made to the copy of the articles that he brought to the meeting. He will make these changes and forward to Aaron who will forward to the group. Thanks to Aaron for all of his work on this!

**Approval of Agenda**

Motion to approve agenda by Judy, Louise seconded. Agenda was approved

**Review/Approve July minutes**

Motion by Judy, second by Naomi, to approve the minutes of the July meeting. Unanimously approved.

**Treasurer's Report (Aaron)**

Our balance as of August 31, 2012 is \$34,483.03. Expenses for June 2012 included: \$28.56 (PayPal) for Cushy CMS, \$600. To MN Association for Children's Mental Health. Expenses for July 2012: \$28.56 (PayPal) for Cushy CMS, \$394.42 (Go Daddy), \$500. (Tina Scholl), \$111.78 (Beth Dorsey(summer institute), \$88.51 (Kellie Krick Oborn (summer institute). Expenses for August 2012: \$28.56 (PayPal) -Cushy CMS

**Membership Report (Jane)**

Nothing new to report

**CEC**

No report today. Beth will be attending these meetings from now on.

**State Updates / National Updates**

Lisa was not able to attend the meeting, so there were no state/national updates from her at this time.

**Communications / DEC Website (Aaron)**

After discussion, Judy made a motion to go with Go Daddy to rebuild and host our MN DEC website for a year. Second by Mary Jo. Motion passed. That cost would be \$1025.88 which would include 1 year of hosting at \$10./month (includes e-mail).

There was discussion regarding where to keep important DEC documents (meetings, agendas, by-laws, etc.) Aaron will open a "drop box" account once the DEC website is established. Electronic copies of those documents will be kept in drop box. Kellie (as president) will keep the original articles of incorporation and the by-laws. She will pass this on to the next president. Thanks to Aaron for all of his hard work on this!

The decision was made to do just 2 MN DEC newsletters this year. One will be done in the winter (January) (after National) and one will be done in the spring. Liz Barnett ([erbarn@comcast.net](mailto:erbarn@comcast.net)) will be our newsletter contact from now on. The newsletter will include the following sections: (1) Message from the President (current president); (2) Summary of recent professional development (Chris will do this- - or the president elect); (3) State Updates- -we are hoping that Lisa will be able to do this for us; (4) A DEC article summary (done by webmaster (Liz); (5) News and Events ~ Chris will do that for this year. We will have a link on our website to the COE (Centers of Excellence) training calendar); (6) Higher Ed (Aaron or ??) ~ this would give

higher education the opportunity to showcase their ECSE program. We are hoping to complete 3 newsletters in the coming years.

### **Old Business**

#### **Mini-Grants**

Aaron and Peggy were granted the mini-grant for this year. Aaron will have Peggy completed a form to get the money that was to be awarded as per the grant (complete a request for dollars). The award recipient (s) will share information about what they did in the January newsletter. Beginning next year (when we have a Spring Practitioner's conference), we will give the award recipient the opportunity to present this information in some way (poster session) or actual session – at the spring conference.

#### **New Business**

Kellie is looking into other technology venues for people to participate in the DEC board meetings without having to actually drive to a location. She will determine our future meeting locations and is hoping to have our meetings in a central location for everyone. Aaron will see if his MN State-Mankato location in Edina is an option. They have “Telepresence” ~ but he is not sure if we would be able to use that. Is expecting there would be a fee for that.

DEC will NOT sponsor lunch at the ECSE Leadership Forum on Friday, Sept. 28. We will however provide coffee and muffins. Motion by Mary Jo, second by Scottie, to allocate up to \$250. From our DEC budget for coffee and muffins at the ECSE Leadership Forum.

Jane will bring DEC membership board to the Forum.

**Our next meeting is Friday, October 5 from 1:00 p.m. – 4:00 p.m. Location is yet to be determined.**

Judy moved to adjourn the meeting at 2:25 p.m. / Teresa seconded.

~ Minutes respectfully submitted by Mary Jo Manzey.