

# Texas Association of Community College Foundations Annual Meeting

February 18, 2013

## Minutes

### Call to Order

Stephanie Dempsey called the meeting to order at 1:10 p.m.

### Minutes

Michelle Alexander presented the minutes from the February 27, 2012 TACCF Annual Meeting for approval. Harry Harelik moved and Debbie Sharp seconded the motion to approve the minutes. The motion passed by a unanimous vote.

### Financial Statement

#### *Bank Reconciliation*

Pam Warford presented the bank reconciliation for February 23, 2012 – February 14, 2013. As of February 14, 2013 the balance of the TACCF account is \$12,095. In addition, TACCF holds two certificates of deposit – one for \$11,444 and one for \$10,403.

Ms. Warford spoke about late fees that are charged to those who register after the deadline. She explained that in coordinating the conference, the hotel requires a guaranteed number of attendees for hotel rooms and food. In order to meet the hotel deadline, TACCF must set a registration deadline.

#### *Income and Expense Report*

Ms. Warford presented the Income and Expense Report for the 2013 TACCF Conference. Net loss from the conference is (\$468). She noted that the travel expenses for the speakers are an estimate as final numbers are not yet available. Cargill Associates and Blackbaud were thanked for their sponsorship of lunch (Cargill) and breakfast on Tuesday (Blackbaud).

Michelle Alexander moved and Serena Andrews seconded the motion to approve the February 23, 2012 – February 14, 2013 Bank Reconciliation and the 2013 Income and Expense Report. The motion passed by a unanimous vote.

### Revision of Bylaws

Harry Harelik presented the following amendments to the bylaws.

Harry Harelik had reviewed the bylaws and included in the board materials was a draft with the following revisions.

- Article IV, Section 3, Privileges of Members  
Part A – Attendance at all meetings, seminars, special workshops, and social events. Notice of all meetings, seminars, workshops, or social events shall be mailed or emailed to members two (2) weeks in advance of all such general meetings.

- Article V, Board of Directors, Section 1  
There shall be a maximum of ten (10) Directors, with two groups of up to 5 board members each serving staggered terms so that not all board members rotate off at one time.
- Article V, Board of Directors, Section 2 (new section)  
Members elected to the Board of Directors may serve up to a maximum of three consecutive two-year terms after which they must rotate off the board for a minimum of two years.
- Article VII, Section 7, Treasurer  
The treasurer shall provide regular accounting and financial reports to the Board of Directors in accordance with generally accepted accounting principles and file all reports annually required by state or federal regulations.
- Article IX, Section 2, Meetings of the Board of Directors  
The Association's Board of Directors shall meet as often as necessary but at least once annually either face to face or by phone conference.
- Article XII, Amendments of Bylaws  
The bylaws may be amended by a majority of the institutional members at any annual or special meeting called to discuss bylaw amendments or by mail or email ballot of the institutional members.
- Article XIII, Miscellaneous, Section 1 (new section)  
The fiscal year of the Texas Association of Community College Foundations shall be January 1 to December 31.

Pam Warford moved and Van Patterson seconded the motion to approve the revisions to the bylaws. The motion passed by a unanimous vote.

### **Election of Directors**

Brent Baker presented the following officer and director slate. He noted that the terms had been separated into two groups. Terms in one group would end in 2014 and terms in the other group would end in 2015.

- President: Pam Warford, Lee College (Term: 2013-2015)
- Vice President: Brent Baker, Weatherford College (Term: 2013-2015)
- Secretary: Michelle Alexander, Vernon College (Term: 2013-2015)
- Treasurer: Debbie Sharp, North Central Texas College (Term: 2013-2015)
- Past President: Stephanie Dempsey, Austin Community College (Term: 2013-2015)

### **Board Members:**

- Serena Andrews, Brazosport College (Term: 2013-2014)
- Jan Foresyth, Howard College (Term: 2013-2014)
- Harry Harelik, McLennan Community College (Term: 2013-2014)
- Dr. Joe McIntosh, Tarrant County College District (Term: 2013-2014)
- Van Patterson, Panola College (Term: 2013-2014)

Christina Ponce moved and Mary Nicholson seconded the motion to approve the officer and director slate. The motion passed by a unanimous vote.

***Other Business***

- 21 out of the 50 community colleges in Texas were in attendance at the conference. Ms. Warford invited the group to encourage membership with TACCF and attendance at future conferences. Membership with TACCF included access to the group's listserv
- Serena Andrews asked for a volunteer to host the TACCF website and explained that the group would like to see it more interactive.
- Although there were some requests to pay by credit card for the conference, TACCF is not large enough to incur the fees that would be associated with processing credit card payments.
- David Wylie was a past TACCF board member who had passed away last summer. Flowers had been sent to his family from TACCF and a note from his family was included in the meeting packet.

***Adjourn***

The meeting adjourned at 1:25 p.m.