

## **Executive Committee Meeting Minutes**

**Date:** January 12, 2026

**Time:** 10:00 AM

**Location:** Zoom

### **Attendees:**

- Blaine Patterson
- Ray Cheng
- Jason Rosenhouse
- Phillip Popplin
- Brian Heinold
- Chase Mathison

## **1. Spring Meeting Logistics**

### **Hotels & Accommodation**

- The group discussed the usual process of negotiating special hotel rates for attendees by contacting local hotels and indicating the expected number of participants.
- One attendee shared prior experience:
  - They began by contacting the campus events office.
  - The university provided a list of partner hotels willing to offer government rates.
  - From there, they contacted the hotels directly.
- Recommendation: the local organizer should reach out to the campus events office (if available) to:
  - Obtain a list of partner hotels.
  - Discuss parking and other logistical needs.

### **Parking**

- It was confirmed that there is plenty of free parking available on campus.
- Attendees can be directed to appropriate lots, so parking is not expected to be a problem.

### **Local Organizer Responsibilities**

- Offered to send Margie a list of the responsibilities that a local organizer typically handles.
  - Key points:
    - Local organizer and Program Chair share responsibilities.
    - The workload is not entirely on the local organizer.
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## 2. Detailed Planning for the Spring Meeting

### Dates & Attendance

- Spring Meeting dates were confirmed as April 24–25.
- The Student Activities Coordinator:
  - Cannot attend on these dates.
  - Considered significant because of the central role in student activities.
  - Still committed to:
    - Setting up the radical dash
    - Working with another person who can serve as the on-site point person during the meeting.

### Operational Help & Point Person

- It was suggested that additional helpers (possibly including students) could be recruited to run activities on-site.
  - The Student Activities Coordinator emphasized the need for a main point person at the meeting who would:
    - Oversee the radical dash / student activities backend.
    - Run and manage:
      - The poster session
      - The talk session (and any judging tied to it)
    - Track scores and report winners for student events.
    - Ensure that Jeopardy and related student activities run smoothly.
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## 3. Student Activities & Jeopardy

### Jeopardy Session

- The group discussed the Jeopardy event, with the hope that it can largely “run itself” through the usual team that handles it.
  - It was noted that:
    - Brian and Jason typically write the Jeopardy questions.
    - Brian confirmed willingness to:
      - Write the questions.
      - Coordinate with Dave on whether Dave will run the game at the meeting.
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## 4. Planning Future Meetings (Fall & Beyond)

### Need for Advance Planning

- There was agreement that recent meetings have felt last-minute.
- The group wants to return to the practice of scheduling meetings at least one year in advance, to:
  - Reduce stress and uncertainty.
  - Avoid “flying by the seat of our pants.”

### **St. Mary’s College of Maryland – Prospective Fall Host**

- At JMM, Alex Meadows (St. Mary’s College of Maryland) expressed interest in hosting a meeting.
- Key points:
  - St. Mary’s would prefer to host a Fall meeting, not Spring, due to:
    - Being a small campus.
    - Concerns about space for a larger Spring meeting.
  - Alex approached the section leadership about this, indicating high enthusiasm.
- Considerations:
  - The campus is on the Maryland peninsula, not centrally located.
  - The section has held meetings there in the past.
- Next step:
  - Section leadership will follow up with Alex to move from general interest to a firm commitment for a Fall meeting.

### **VMI – Prospective Spring 2027 Host**

- VMI was described as a “soft yes” for hosting the Spring 2027 meeting.
- Background:
  - VMI is not a large institution, but successfully co-hosted a Spring meeting with Washington & Lee in 2019.
  - Given adequate lead time (about a year), they can likely reserve sufficient space.
- Next step:
  - Continue discussions with VMI to move from a soft yes to a stronger commitment.

## **5. Vacant Positions & Governance**

### **Bylaws Committee Representative**

- The section needs to appoint a representative to the national MAA Bylaws Committee.
- Context:
  - This is now a formal national-level committee.
  - At JMM, MAA Central (via Judy Covington) emphasized that each section must have a representative.
- Candidate:

- Alex Meadows has expressed interest in serving in this role.
- Time commitment:
  - Expected to be low:
    - A few Zoom meetings per year.
    - Not necessarily tied to attending MathFest.
- Process:
  - This is not normally an elected position; the section typically appoints someone.
  - There was general comfort with appointing Alex, pending any serious objections.

### **Section Representative**

- The section also needs a Section Representative (a larger role than the bylaws representative).
- The nominating committee has identified:
  - Blaine as a candidate for Section Representative.
  - Other names considered include Mina Oh and John Weirman (Hopkins).
- This role usually involves:
  - A higher time commitment.
  - Attending MathFest.
- Process:
  - Susan Kennedy will:
    - Prepare an election.
    - Circulate a ballot to the section.
    - Oversee the voting.

### **Vice Program Chair**

- The section is currently without a Vice Program Chair.
- Blaine's term as Program Chair (or related role) is ending at the end of this year.
- Ray volunteered to serve as Vice Program Chair.
- Those present expressed confidence that Ray would do a great job.
- Process:
  - Traditionally, a slate of candidates for officer positions is:
    - Presented at the Spring Meeting.
    - Voted on by the membership.
  - These elections are rarely contested; the challenge is more often finding willing candidates than resolving competition.

### **Treasurer**

- The current treasurer (Philip) will step down at the end of the term.
- As of this meeting, no volunteers have come forward to take the role.
- Need:
  - Identify a new treasurer, potentially from outside this immediate planning group.
- Plan:

- Leadership will post on MAA Connect to:
  - Request volunteers or nominations for treasurer.
  - Gauge interest from the broader section.

### **At-Large Executive Board Members & Related Roles**

- An at-large executive board member noted:
    - They would likely need to resign from the at-large position if they take on the Vice Program Chair role.
    - This would open an additional at-large vacancy.
  - Additional term information:
    - According to the website, Jessica's term as an at-large member appears to end in 2026.
    - Jessica indicated she is willing to continue as an at-large member.
    - The current Section NExT coordinator believes their term is ending and:
      - Is open to moving into an at-large role if someone else takes over Section NEXT.
  - Overall picture:
    - The section faces a bit of "musical chairs" with positions:
      - Some individuals will shift from one role to another.
      - Even with internal shifts, it appears the section will still need additional new people to fill all roles.
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## **6. Newsletter**

- The group confirmed that Deepak is the current newsletter editor.
  - Concern:
    - The newsletter has become irregular or delayed, likely due to transitions and other responsibilities.
  - Plan:
    - Section leadership will reach out to Deepak to:
      - Confirm that he has the necessary support and information.
      - Re-establish a regular publication schedule.
      - Get the newsletter "back on track."
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## **7. Speakers for the Spring Meeting**

### **Confirmed Speaker**

- One invited speaker has been confirmed:
  - Opal Jones (provided by the MAA).

- A link to Opal's page was shared in the chat during the meeting.
- The exact time slot for this talk is still to be determined.

**Prospective Speaker: Alexander Diaz**

- It was suggested that Alexander Diaz (Villanova) be invited as another speaker:
  - Diaz is very involved in MAA.
  - He is a strong candidate for an invited address.
  - He lives in Philadelphia and is willing to drive down (approximately a 2.5-hour trip).