

**Executive Committee Meeting Minutes**  
**Arkansas Tech University**  
**April 13, 2018**  
**Presiding: Amy Schachle, 2017/18 Chair**

1. Call to Order  
The meeting was called to order by Chairperson Schachle at 5:15 pm.
2. Attendance  
All eight members of the executive committee were present: Past chair Garimella, Chairperson Schachle, 1<sup>st</sup> Vice Chair Myers, 2<sup>nd</sup> Vice Chair Diamantopoulos, Secretary Rigsby, Treasurer Karber, Communications Director Lloyd, and Section Representative Smith. The committee was joined by Michael Pearson, MAA Executive Director.
3. Listserv  
The only concern with the listserv is messages intended as a reply to one committee member are often inadvertently sent to all committee members. The communications director will look into ways to add a signature to listserv messages. Director Pearson informed the group that MAA is developing new communication software that will facilitate communications within sections.
4. Ballot for Elections  
Three positions will be open for election in the Section Business Meeting: Communications Director, 2<sup>nd</sup> Vice Chair, and Court Lecture Committee Member. The nominations committee has recommended at least one candidate for each position.
5. Bids for 2021  
Cameron University has indicated an interest in hosting the 2021 Meeting. Darryl Linde, Site Selection Committee Chair, is working with Narayan Thapa of Cameron to prepare a formal proposal.
6. Review of Lectures to be invited in 2019: Section Visitor Lecture, N.A. Court Lecture, R.B. Deal Lecture (discuss available funds for honorarium)  
Treasurer Karber expressed concern about the long-term funding of the Court and Deal lectures, primarily due to current low interest rates. Current dedicated funds will be exhausted after approximately two more Deal Lectures and ten more Court Lectures. Possible approaches were discussed, including
  - a. Presenting the Court Lecture and Deal Lecture in alternate years.
  - b. Finding a method for soliciting donations for the Deal Lecture Fund separate from the meeting registration process.
  - c. The workshop presenters or this year, both from the host institution, have declined the honorarium, a portion of which can be added to the Deal Lecture Fund.

Discussion then followed on the broader issue of increasing conference registration fees, both to supplement the invited lecture funds and provide assistance to the host institution, in reference to item 9 of the agenda. While he did not have specific figures from other sections, Director Pearson believed the current \$20 registration fee is lower

than most sections. Concern was expressed about a significant increase in fees as not all universities reimburse the registration fee. Discussion followed on gradually increasing the registration fee, adding a differential to the fee for non-MAA members, and clarifying whether the late registration fee is determined by the time of registration or time of payment.

Treasurer Karber move that a higher registration fee be charged to non-MAA members, seconded by 1<sup>st</sup> Vice Chair Myers.

After further discussion, Chairperson Schachle moved that the motion be tabled to allow for development by the Executive Committee of a specific proposal regarding multiple issues surrounding the registration fees. The motion was seconded by Section Representative Smith. The motion to table passed unanimously.

7. Reimbursement for (multiple) workshop presenters, some in and some out of Section. Treasurer Karber brought forward a proposal to clarify the policy for Workshops and Court Lecture Reimbursements, Proposals C and D approved by the Executive Committee on 28 March, 2016. The need for clarification was in relation to a situation of multiple workshop presenters from both within and outside the Section. After discussion, Treasurer Karber moved that Proposal C be amended as follows:
  - a. For multiple workshop presenters, if at least one is from within the section, the current policy for in-section presenters will apply.
  - b. A new section will be added for multiple workshop presenters, all from outside the section. The total reimbursement for all presenters will follow the reimbursement policy for the Court Lecturer.

The motion was seconded by Communication Director Lloyd. The vote is delayed pending review of a final draft of the policy.

8. Reimbursement amount for the Section Representative to attend JMM (currently \$250; losing \$550 from national office) See note: <https://www.maa.org/community/maa-sections/policies-and-forms/expense-reimbursement>  
Section Representative Smith indicated it would be difficult for the Section Representative to attend all required meetings with this decrease in travel support. Director Pearson indicated this policy change is part of broader changes in the MAA's participation in the JMM, and that more information will follow.
9. Local Registration fee amount and other cost-covering measures for host institutions. See links:

<https://www.maa.org/community/maa-sections/programs-and-services/subventions-and-section-finances>

<https://www.maa.org/sites/default/files/doc/sections/SectionResources/Paying%20for%20Section%20meeting%20space.pdf>

See agenda item 6.

10. Printing options for the program book for future meetings.  
There was general agreement that the Program need not be physically printed when the program can be made available in advance on the section website. Secretary Rigsby

will prepare a sample of an alternative short program for printing.

Due to time constraints, the committee was unable to address the remaining agenda items 11-14 at this meeting. Discussion on these issues will continue electronically.

11. Bylaws Changes for consideration (a running list to continue until our national review of bylaws by MAA during 2022-2023). Add to the list from 2017 EC Minutes, or determine if an interim amendment is in order:

a. Include a procedure for how the EC might nominate a replacement Section Representative if one is needed mid-term.

12. Support a national NExT fellow with a donation from our Section?

13. Online Registration – A Sectional, online registration system that can be used year-to-year?

14. New Business

15. Adjournment

Motion to adjourn was made by Section Representative Smith, seconded by Treasurer Karber. The meeting adjourned at 6:15 pm.