

TCPEA Executive Board Meeting  
January 25, 2009  
6:00p.m.  
Convenes in the Lobby of the Austin Hilton

### **AGENDA**

1. Call To Order
2. Approval of November 23, 2008 Minutes (emailed earlier) **Minutes were approved.**
3. Last minute Mid-Winter Conference Planning. **Conference planning was reviewed. The meeting appears to be in order.**
4. Update on 2009 NCPEA National Conference (Edmondson). **Stacey reports that the conference planning is on schedule. She is excited about the speakers who have been secured. The program conference schedule is in place. Proposals will be accepted soon. TASA is preparing and publishing the conference program as a donation. See attached file NCPEA agenda\_11.18.08\_pdf.**
5. Other Items.
  - a. **Sandy Harris was selected for the Vornberg award. Given that the national convention is in San Antonio, and that Sandy is president of NCPEA the award would be presented at the convention.**
  - b. **Tim provided a copy of the TCPEA policy manual.**
  - c. **The Board unanimously approved the 07-08 Final Financial Statement.**
  - d. **A discussion was conducted on the 08-09 budget year. The budget is currently running a \$3000 deficit. However \$1500 in journal ads were sold to SFA, ACU and UT-Tyler. \$1200 in additional ad sales are expected shortly. This revenue should balance the budget. Concern was expressed about relying on ad revenue to balance the budget on a regular basis.**
  - e. **Lloyd reported he has contacted the state and is attempting to resolve our non-profit status problem with the state. It appears to be related to the fact that the renewal was sent to an address that was no longer active for our organization.**

- f. Lloyd suggested that the Board consider assigning at least one responsibility with each of the board positions. He noted that the bulk of the responsibilities are currently assigned to the treasurer and the president. He recommended that one board member be assigned the responsibility to communicate with Ann at TASA to keep the website current, another board member might attempt to keep the email list updated. Jimmy suggested that another role might be to have a board member work on graduate student involvement in TCPEA (i.e. graduate research exchange). It was decided that assigning responsibilities to board members will be necessary to grow TCPEA into an even stronger organization. This item will be on the April 5<sup>th</sup> agenda with the intent on formally adopting a plan.**
  - g. It was suggested that Lloyd send thank you notes to the universities who purchased ads. Tim will provide Lloyd with the names and addresses of those who need to receive the thank you notes.**
  - h. Tim reported that the TCPEA foundation has been established. Jimmy suggested that the foundation focus on outreach to graduate students. He believes companies and individuals are more likely to donate to the foundation if they know the funds will benefit students rather than faculty. He envisioned the foundation as a mechanism for increasing graduate student involvement in TCPEA.**
  - i. It was decided that the best paper presented by a graduate student in the September 2009 Graduate Research Exchange will be published in the TCPEA Journal. A scholarship award was also considered for this paper and presentation.**
- 6. Set date and time for the next board meeting. The next board meeting is scheduled for Sunday, April 5, 2009 at 3:00p.m. The meeting will be conducted in a webinar format arranged by ACU. Lloyd will notify board members of the meeting details and agenda in advance.**
- 7. Adjourn**