# **TxNCLCA**

**February 27, 2023**

**Board Meeting Minutes**

1. Call Meeting to Order at 202pm
2. Attendance

Joel McGee, Past President

Julie Murphy, President

Kelli Hickey, Vice-President

Reba Stahr, Treasurer

June Relyea, Marketing & Communication

Christina Gonzalez, Secretary

1. Approve Minutes from previous meetings (Jan.)

Motion by Joel, 2nd Reba

1. Old Business:
   1. Transition conversations with new officers
      1. Uploading all officer specific documents
      2. [https://drive.google.com/drive/folders/1DXrcSu-wL-j-mpLvHfqnZpls-JYb104G?usp=share\_link](https://nam02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fdrive.google.com%2Fdrive%2Ffolders%2F1DXrcSu-wL-j-mpLvHfqnZpls-JYb104G%3Fusp%3Dshare_link&data=05%7C01%7Cjxm112731%40utdallas.edu%7C515a0cf16579456bd93808db18e352ba%7C8d281d1d9c4d4bf7b16e032d15de9f6c%7C0%7C0%7C638131136863779490%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=biEXTT69c3k6zXLwj0WrGezUJtFB4FNuLaZcTuk3hKo%3D&reserved=0)
      3. Access for everyone to google site
      4. New officers on the bank account by March 31, 2023
   2. Website options
      1. June will get with Lisa for the transition
      2. Back up is Joel
   3. Increasing membership
      1. Who is responsible for tracking current members? Secretary
      2. Who is responsible for increasing members? Marketing & Communications
      3. New membership is good through the next conference.
         1. May need to add to by-laws.
         2. Current is April 1 to March 31 or Calendar to Calendar
      4. Also need to encourage members to join NCLCA
   4. 2024 Conference: Proposed dates and location?
      1. February 2024
      2. Couple want to help with next conference
   5. Summer Institute or other Professional Development
      1. Seek membership feedback at the conference
      2. PD Committee: Vice President (Chair), Secretary + 5 member, also review presentation proposals
2. Officer Reports:
   1. President (Julie): successful conference
   2. Vice President (Kelli): Will start new meetings on Teams.
   3. Immediate Past President (Joel): conference survey, wait for summer institute survey in March.
   4. Secretary (Christina): Will get minutes and by-lays on Wix website. Need to start reviewing membership.
   5. Treasurer (Reba): Will get with Tyler.
   6. Marketing & Communications (June): Will get website log in so we can add minutes and by-laws
3. New Business:
   1. Meeting times for Board moving forward
      1. Currently last 4th monday of the month at 2pm
   2. Budget from Conference, overall health of account
      1. “In Kind” Donations list to overall budget for conference
         1. Submitted to Tyler/Reba
   3. Wrap Up meeting to be schedule
   4. Other?
4. Adjournment: at 2:41pm
   * 1. Motion by Reba, 2nd by Joel