

MINUTES
CASE-Kentucky Board Meeting
March 24, 11:00 a.m. ET
Galt House, Louisville, KY

MEMBERS PRESENT: John Paul Blair, John Chamberlain, Anne Damron, Bob Edwards, Jason Embry, Marci Hicks, Mike Littell, Rick Meyers, Shelley Rhodus, Michele Ripley, Donald Smith and Heather Davidson

MEMBERS ABSENT: Tim Burcham, Lally Jennings, Kathy Peale and Terri Schierberg

I. WELCOME & INTRODUCTION OF NEW BOARD MEMBERS -- John Paul Blair welcomed Bob Edwards, Director of College Communications, Thomas More College; Jason Embry, Associate Director of Development for Annual Giving, Centre College; and Marci Hicks, Director of Development & Alumni Relations, Midway College, to the board.

II. APPROVAL OF MINUTES -- in Lally Jennings' absence, John Paul presented the minutes from the December meeting and took them for today's meeting. The minutes were approved as read.

III. TREASURER'S REPORT -- Rick Meyers, new Treasurer, and Donald Smith, former Treasurer, co-presented the report. Of note was the \$1,815.73 profit for the '99 Annual Conference. This number does not include the \$2,000 still outstanding for sponsorships. Donald will work with Nancy Money, Shelley Rhodus and others to collect these pledges. Also, the "Annual Operating Budget" for '99 was reviewed, and the '00 Budget proposal was approved.

IV. REPORTS

A. CASE CAPSULE -- John Paul circulated the recent article published in "CASE III Notes" (the district newsletter) written by Terri and also noted the upcoming "CASE Capsule" will feature the recent CASE-KY award winners.

B. SUPPORT STAFF CONFERENCE -- Heather Davidson provided an overview of the May 19 conference at Pleasant Hill. Most notably, the registration has increased from \$35 to \$55 this year. Also, some additional conference marketing opportunities were discussed and Heather and Mike Littell will work together to develop some e-mail promos.

C. CASE-K AWARDS PROGRAM -- Leigh Perry gave an overview of this year's awards program. It was deemed the most successful based on participation -- 62 entrants from 18 institutions. It was decided to recognize this year's winners during the '00 conference in Louisville and to suspend the next awards deadline until the Fall of 2001. In the meantime, Leigh will explore revamping the award categories to be more

like District III's.

D. KCTCS LIAISON -- No report given.

E. ANNUAL CONFERENCE REVIEW & PREVIEW -- Donald Smith shared the conference committee's structure and membership. Some new ideas of note include: incorporating tickets for the two lunches; providing a typed, one-page proposal to all of our potential sponsors; and the implementation of "job descriptions" for each committee member. Several potential keynote presenters were discussed. We should soon perform our annual audit of the CASE-KY mail list. Following lunch, a member of the Galt House staff provided a tour of the facilities. Thanks to Mike's help, we have procured fantastic room and conference rates.

V. NEW BUSINESS -- The only new business discussed was regarding CASE-KY pursuing a tax ID number. A motion passed for Mike to write Frank Bush, CASE III Chair, to assist us in doing so.

VI. FUTURE MEETING DATES

CASE-Kentucky 2000 CALENDAR

May 19	CASE-K Support Staff Conference (Pleasant Hill / Shakertown)
July 21-22	<u>Friday, July 21</u> 10:30 Conference Committee 12:00 Joint Lunch (Board & Conference Committee) 1:30 Board Meeting 3:30 Campus Tour 6:00 Dinner Reservations for Board & Conference Committee Members Staying Over For those interested in staying in the Boone Tavern July 21, MAKE YOUR RESERVATIONS THROUGH SHELLEY RHODUS NOW! Rooms are limited. <u>Saturday, July 22</u> 8:00 a.m. (approximately) Tee Time at Course TBD
September 15	Board Meeting beginning w/12 noon lunch at Thomas More College followed by Reds game (optional)
December 6	Board Meeting (6p.m. dinner) at conference site (Galt House)
December 7-8	CASE-Kentucky Conference
December 8	CASE-K Bus. Mtg. during conference's closing luncheon