

## AATC 2015 Spring Meeting Notes

### Hilton Doubletree Hotel

Members present: J. Pecore, R. Garza, B. Conrad, B. White, C. Bohan, R. Biffle, S. Harris, L. Bailey, D. Flinders, D. Haraway, P. Thompson, J. Flynn; Via phone: D. Breault, B. Stern, M. Tenam-Zemach, A. Williamson, D. Kemp

#### Approval of Minutes from October 2014

1. Discussion of the process for taking and keeping minutes in the organization. Bohan and Bailey suggested a recording secretary be appointed. Pecore corrected language in the minutes saying that John Rhea was already selected to perform duties of webmaster. Voting occurred to approve the minutes from the fall post conference meeting.
2. Discussion followed on when/how to revise the Constitution in an editorial sense. The contradiction regarding voting rights was clarified. The articulation defining who voting members are and who are not was in question: the version on pg. 2 was voted into the constitution - B.1. was the version that was accepted. Strike pg. 4 Section 9.
3. For recording meeting minutes today, Lynne Bailey volunteered to take notes. No person was assigned to be a recording secretary for future minutes. One option was to make note taking a role of the past-president with the option to appoint a designee. No further action taken here, but will be brought up as old business.
4. Shelley delivered the membership report but was disappointed at the level of response to her survey. She provided data that she was able to gather that indicated benefits for graduate students via mentorship and conference presentation feedback. Discussion on what the benefits are to membership in AATC ensued. Rubén Garza contributed the graduate membership report during this time as well. Given the value of maintaining graduate student support, all agreed a graduate student breakfast/function should continue to be a feature at the conference.
5. The newsletter report was provided by Brad and Joe. Pamela also agreed a Facebook option might be better for the organization in lieu of a newsletter document. The website "Newsletter" officer will be updated to a new identity. Joe Flynn motioned to create a communications committee that will be tasked with the design, development, implementation, and monitoring of electronic interaction within the AATC community. Motioned seconded. Flinders requested a formal description of the coordinator and committee and a plan for its work by the fall meeting. Vote was carried 10-0 to establish this committee.
6. The book fair report was delivered by Tenam-Zemach. She reported 600.00 for 2014 earnings. Bohan asked if the EC wanted to keep the book fair. Discussion led to Michelle and Matt agreeing to make a recommendation for the future of the book fair at the 2015 conference.

7. Report for Book Award Committee – the work here continues...

8. Website report – John clarified the proposal for the development of the website. The work from John Rhea is intended to support the streamlining of the work of the registration process, gathering post-conference data, and conducting the process of proposal submission and review. John made the motion, Flynn seconded. The EC voted unanimously 10-0 to allocate approximately \$1,688.00 to hire John Rhea.

9. Virtual/off site meeting voting processes were discussed. Should the EC do this? What topics will be voted on remotely? How will we systematize and operationalize the process? Breault strongly promoted wiki meetings to varying levels of support.

10. Dave provided the CTD report. Will grad students receive copies of the journal without paying to be members? Dave will be leaving the journal as of Volume 18. Dave and the CTD team will prepare a call for a new editor to be distributed. Bohan introduced the contract draft for CTD for review. Discussion ensued on whether or not to stay with George/IAP. Stern asked for a 5 year contract, Tenam-Zemach said three is still too long, but asked for that. Bohan said she would request of George a shorter contract term. Flinders and Stern said we should remember that George publishes many AATC members and it would be a mistake to alienate him. Bohan and White remind us that we need to consider the viability of having a more electronic presence. Flinders reminded us that a stronger electronic presence means more work for the editors. Stern voted to stay with George if he can narrow the contract duration to less than 10 years. Ruben moved that Breault create a page for wiki discussion on whether or not to accept the new contract. Conrad seconded. The EC voted 8 in favor of the wiki site.

LUNCH BREAK 12:11/1:05

11. The 2015 conference - Pamela and Dana presented a folder of information about Maine that included key facts about the state as well as recommendations for food and important/special sights. Ferries were involved. The guest speaker roster may need to be revised. We may need to add a third speaker.

12. Rich Biffle shared information regarding outreach efforts in place at Thomas College with undergraduate students. The work of this committee continues and Rich will coordinate efforts during the remainder of the year.

13. The financial report and the finance committee report were introduced to begin making recommendations for the pricing of registration. A proposal was formed to set the student rate at 190.00, the returning member early bird rate at 300.00, the regular rate at 340.00, and the one day rate at 200.00. It would be possible to bring the graduate student rate from 240.00 to 190.00 and provide them a journal if we dropped 1500.00 – 2000.00 from the current conference schedule. Dropping some of the minor food events (like breaks) would not prevent us from paying the contracted food and beverage minimum we currently owe hotels for the next two years. Rather than penalize the general membership and attendees, an additional option (contributed post-meeting), would be to drop the EC continental breakfast to coffee only on Thursday morning and eliminate the EC lunch on Saturday afternoon. Based on past data, that would cut a couple thousand dollars. The executive secretary

reminded the group of the current conference schedule and anticipated financial obligations that would be due over the next two years. Bailey advised that drastic decreases in pricing and schedule changes (like food event eliminations) will potentially put AATC at a loss in revenue. She reminded the group that maintaining a surplus each year shows that we are acting in good faith to establish a 50,000 cushion (double our conference operating budget) that will cover conference obligations in the event of an emergency or failed conference. It was recommended that the EC plan major schedule and financial adjustments to occur in the year 2016-2017 and beyond if they would like to do so. We have current data that show we can make a small to moderate surplus if we continue the current price structure. Bailey asked that the EC not rush the process of making responsible pricing recommendations. As several members of the EC needed to leave to catch flights, the EC tabled the discussion for a wiki forum and consensus on pricing at a soon to be set later date.

14. EC voted to appoint Kate Kauper for a 2015 appointment to the editorial board. The person with the next highest number of votes in the last election agreed (Drew Kemp) to take Kate's place for the next two years of Kate's term. Three seats will be available in the election in addition to a person for past president. Dana Haraway agreed to send out via the list serve a call for candidates to run for election.

**Meeting adjourned at 3:40**