



AATC Executive Council Meeting
Date: October 7, 2017
Time: 11:00 – 1:00 pm
Location: Sheraton Denver Tech Center,
Evans Room

Attendants: John Pecore (University of West Florida) (**President**); Kevin Cloninger (Anthropedia Foundation) (**Outgoing President**); Bradley Conrad (Capitol University); Dana Haraway (James Madison University); Todd Hodgkinson (Drake University) (**Executive Secretary**); Meg Jacobs (Cornell College); Megan Kennedy (Westfield State University); Paul Parkinson (University of Northern Florida); Dan Conn (Minot State University); Matt Spurlin (University of Denver); Chara Bohan (Georgia State University); Michelle Tenam-Zemach (Nova Southeastern University); David Flinders (Indiana University); Andrew Kemp (Augusta State University); Joseph Flynn (Northern Illinois University); Jodie Wilson (Conference Chair 2017); Aubrey Brammer Southall (Aurora University) (Conference Chair 2018); ; Vicki Dea Ross (Northern Arizona University; AATC Historian).

- I. President John Pecore called the meeting to order and introduced the newly elected president (Joseph Flynn (17-18), as well as the newly elected council members (David Flinders (EC member 2017-2020); Matthew Spurlin (EC member 2017-2020); Bradley Conrad (2nd term EC member 2017-2020); Daniel Conn (EC member 2017-2019; replacing Michelle Tenam-Zemach); Trudi Gaines (EC member 2018-2019; replacing Shelley Harris); Chara Bohan (CTD Editor; 2017-2020); Michelle Tenam-Zemach (CTD Associate Editor; 2017-2020).
- II. Bradley Conrad motioned to approve the minutes from Spring 2017 Conference Planning meeting. Kevin Cloninger seconded the motion. Motioned carried.
- III. Bradley Conrad motioned to approve the minutes from the 10.5.2017 Fall Pre-conference Meeting. Kevin Cloninger seconded the motion. Motioned carried.
- IV. **Budget/Finance Report**
 - Todd Hodgkinson (Executive Secretary) shared the budget/finance report for the organization:
 - On February 2nd, 2017, we renewed our status as a non-profit corporation with the Florida Department of State—Division of Corporations (Sunbiz.com).

- At that time, we changed our official address to: 11000 UNIVERSITY PKWY BLDG 85 RM 196, PENSACOLA, FL 32514.
- John Pecore was named the registered agent of our corporation.
- Kevin Cloninger and John Pecore were named as presidents.
- Todd Hodgkinson and Dana Haraway were named as official members of record on the Sunbiz.org account.
- On March 3rd, 2017, we filed our e-postcard (990-N) with the federal government, in order to maintain our status as a small, tax exempt organization with gross receipts under 50,000. Our e-postcard was accepted later that same month.
- Bank of American Checking Running Balance:

Beginning balance (November 1st, 2016)	\$65,176.03
Total credits	\$51,105.78
Total debits	\$-42,141.64
Ending balance (October 7th, 2017)	\$74,140.17

- We currently have \$72.52 in our Paypal account.
- Total revenue generated from conference registration/membership fees (as of 10/6/17) was \$49,064.81.
- We received \$2600 in donations from Jodie Wilson and family to off-set conference costs (Whova app and mural).

V. Dana Haraway asked whether or not the council should approve expenditures for conference speakers moving forward. The council agreed.

VI. Conference Report

- Kevin Cloninger (Outgoing President) and Jodie Wilson (Conference Chair 2017) presented on the Denver conference:
 - The total number of attendees were 197.
 - 117 were new attendees.
 - The council discussed ways to improve attendance at the formal dinner (RSVP, invite, dissemination of information through the app, etc.)
 - Denver University Morgridge College of Education shared that they would be willing to offer their new conference venue for future conference.
 - The roundtables were well attended. The panels less so.
 - Perhaps fewer round tables in each conference room (because of noise) and having a discussant at each table or at least a time-keeper.
 - Need to the difference between round tables vs. issues and ideas sessions.
 - Need to improve the paper program (not just a dump from the app) with more information about each session.

VII. 2018 Conference – Dallas, TX

- Aubrey Brammer Southall
 - Our 25th anniversary
 - i. Opportunity to bring back former members.
 - ii. 25th anniversary pin?
 - Will be held on October 4th-6th at the Crowne Plaza in downtown Dallas.
 - Possibility for planned outings.
 - John and Aubrey will be working on a conference theme.
 - AATC University alumni events/dinners (e.g., Denver U, etc.)?
 - i. Dana Haraway talked about the importance of including people without AATC connections (restaurant options).

- John Pecore discussed the possibility of coming up with a 25th anniversary logo, as well as a more permanent (higher-resolution) of our logo.
 - i. The committee agreed. John and Aubrey will be in-charge of designing the logo for the 25th anniversary. There will be a more democratic process for re-designing the organization logo (engaging members, voting, etc.)

VIII. Unfinished Business

a. Public Responsibility

- Established last spring, there is going to be a standing committee to carry out the directives outlined at the Executive Council meeting on 10.5.17. Kevin Cloninger will serve as chair. Drew Kemp, Daniel Conn, and Brad Conrad will serve on the committee.
- Daniel Conn motioned that the committee will last for four years. Joe Flynn seconded the motion. The motion carried.

IX. New Business

a. By-laws –

- John Pecore discussed the need to review/update the organization by-laws.

b. Newsletter and welcome package for new members:

- John Pecore discussed the need to bring-back the organization newsletter.
- John also discussed the need to create a welcome package for new members (including the by-laws, information about the organization, etc.)

c. CTD:

- Chara Bohan (Editor of CTD) stated that Michele Teman-Zemach will act as her Associate Editor.
 - Kristi Sellers Smith (Chara's new graduate assistant) will be helping out with the production of the journal and with keeping track of submissions and acceptance rates.

- The council discussed whether or not the by-laws need to be changed, so that editors may hire additional help.
- There will be an editorial review board meeting annually.
- Chara asked the council if we should explore an online option platform for disseminating the journal (to help increase the impact factor of the journal).

d. **Spring Meeting**

- John Pecore will be sending out a Doodle poll to select a date for the spring meeting. It will be held on the site of the conference in Dallas.
- John Pecore would like to expedite the business portion of future Executive Council meetings, in order to take time to think about the future of the organization (our vision):
 - The committee agreed that we need to take time discussing the future of the organization (our vision) and discussed the possibility of having an Executive Council retreat (Friday/Saturday).
 - John Pecore asked if he might bring in an outside consultant to aid in this process.
 - Megan Kennedy asked about including all AATC members, not just Executive Council members.
 - Joe Flynn cautioned that we need to make sure that we accomplish “an end.”

e. **Other Business:**

- Megan Kennedy will continue to serving as the chair of the O.L. Davis Book Award Committee.
- The committee discussed the need for binders for each Executive Council position (delineating the roles and responsibilities of each position).
- Joe Flynn talked about the possibility of having Nashville as the site of the 2019 conference.

- Todd Hodgkinson will be retiring from the position of Executive Secretary next year. The committee discussed the need to fill the position of Executive Secretary (starting Fall 2018).
- Dana Haraway asked how the organization should handle people who register for the conference, but do not attend (with respect to including their names in the program). The committee discussed the issue. Possible solution(s): Should we call every participant two days before? Printed copies are only drafts? Post the final digital online?

X. Megan Kennedy motioned to adjourn. Daniel Conn Seconded the motion. The motion carried.