

ACOSA Executive Committee Minutes

June 6, 2011

Phone Conference Call-1:30-2:30 EST.

On-line: Sondra, Tracy, Fred, Butch.

1. CSWE APM.

- a. The committee discussed the plans for the 2011 APM including scheduling of meetings, In-The-Field Event, Membership, and Booth responsibilities.
- b. Butch, who is coordinating APM activities for ACOSA, has reserved a room for JCP and Board meeting for Oct 27th.
- c. The Annual Membership preference date is Oct 28th from 5:30-7:00 or 6:30-8:00. This is still not confirmed.
- d. More information is needed about In-the-Field event. **Fred to follow-up.**
- e. The Board has authorized the Ex. Committee to determine the catering order for all meetings. The general thought is to provide minimal refreshments due to cost of hotel catering services.
- f. Ana will be at APM and can operate the booth.
- g. **A follow-up discussion is needed regarding financing Ana's travel, and who gets the exhibitor passes and complimentary passes to APM.**

2. Nominating Committee:

- a. **Fred and Tracy agreed to Co-Chair the Nominations Committee.**
- b. A Chair-Elect is needed
- c. Tracy and Fred will review other term positions.
- d. Many on the Board have already indicated a willingness to continue to serve.
- e. Tentative Timeline-Call in July, Elections in Aug, Announcement in Sept. This will ensure that new officers can be at APM.

3. Up-Dates:

- a. Sondra provided an up-date on the status of the search process for the new editor for JCP. A committee has been formed, the call is being circulated, and the expectation is that the search will be complete in time for APM.
- b. Sondra provided an up-date on the status of the re-designing the ACOSA web-page.
- c. Sondra thanked the Ex. Committee for all their help and willingness to take on this important leadership roles.

Respectfully Submitted,

Sondra J. Fogel
ACOSA Chair
Approved 6-20-11