



Executive Committee Meeting

Wednesday, May 5, 2021

Via conference call

Minutes

Call to Order

The meeting was called to order by Dr. John Smith, President, at 2:02 PM via video conference.

Present

John Smith, Heather Miller, Victor Lopez, Margaret Lomas Carpenter, Tosha Hendrickson, and Matt Painter

Absent

Alisha Harrison, and Samantha Stewart

Old Business/President Updates (John)

- Approve minutes from April 2021 meeting
 - Motion to approve minutes (Matt 1st; Heather 2nd)
- TxGAP Meeting During SI (NAGAP Requesting Info)
 - NAGAP is asking for a link to post on their website, whether it be Zoom or any other platform.
 - They will come into the meeting and say a few things to the attendees

New Business (John)

- Election Results
 - Congratulate Heather for VP and Matt for Treasurer
 - We will try to find someone to replace Heather for SI
 - Thank you to Tosha for her service
 - All three shared a few words
- NAGAP Membership Renewal
 - The NAGAP Director contacted John to let him know that board members of TxGAP should also be members of NAGAP. No one will be removed as a board member of TxGAP should they not be able to financially pay for the NAGAP membership.

Financial Report (Matt)

- Monthly Update (herewith)
 - Deposits: membership renewals
 - Debits: annual subscription with Apricot instead of monthly
 - Fee: credit card processing, international transaction fee

- Summer Institute
 - 2020-2021 SI Registration
 - Reached out to those 29 individuals:
 - 20 decided to roll over to 2022
 - 2 asked for a refund and checks were sent
 - 7 of the 29: still waiting to hear back from them
 - One is from Univ. of Houston who no longer works in that program; John approved moving that over to 2022
 - We have about \$4100 for next year's SI

Committee Chair Reports

- Membership (Alisha)
- Communications & Marketing (Samantha)
- Professional Development & Strategic Initiatives (Victor)
 - Worked with Shanice on the election
 - Statement regarding presenters
 - Will put a link for individuals to access the full statement
- Summer Institute (Heather)
 - Victor has been a huge help – Thank You!
 - Presentations are being planned. If anyone knows of anyone willing to present, send Heather the information.
 - Concordia University Speaker – John has not heard back from her
 - Let Heather know of anyone interested in being the SI Chair
 - John recommended Shanice
 - Victor recommended Demetria
 - Matt let Heather know about ETS as a sponsor.
 - We have no overhead this year.
 - We could take the sponsorship and have them present; have their logo present in our advertising
 - Donation could go to a non-profit
 - Victor suggested having them donate to the social gathering (raffles, etc.)
 - Matt mentioned that he is not sure if ETS would have the capacity to donate to members, so we may need to use their funds towards the social
 - Or we wouldn't charge them this year but would love to have them next year
 - Donations to a Non-Profit from Members
 - We should have a link available for people to donate

Discussion Items

Motion for Adjournment

A motion to adjourn was entered at 2:39 PM (Heather 1st; Victor 2nd)

