

WISCONSIN SOCIAL SERVICES ASSOCIATION

Executive Committee Meeting – May 26, 2009
Osthoff Hotel and Resort Elkhart, Lake, Wis.

PRESENT: Jaci Fuller, Dave Turk, Christy Duhr, Dave Zeller, Kevin Leof, Sherri Arnold, Coleen Rothe, Christy Mancl, Denise Jeffers and Fran Snippen

SECRETARY'S REPORT:

In the absence of the secretary, Fran Snippen agreed to assume the duties. Jaci received a letter of resignation from Kathy Brown, effective 5/01/09 she is resigning her position as Historian for WSSA. Jaci will send her a letter of appreciation for all she has done for the Association.

MINUTES OF 3/27/09 MEETING:

Minutes of the 3/27/09 meeting were sent to all members of the Executive committee. These were reviewed, only correction was that on page 3, letter from Beryl Rydberg's daughter was sent to Sherri Arnold and not to Fran. Motion by Christy Duhr and seconded by Denise Jeffers to accept as corrected. Motion carried.

TREASURER'S REPORT:

Treasurer's report and annual report was distributed by Sherri and reviewed by Executive committee with motion by Christy Mancl and second by Dave Zeller to approve regular report and motion by Christy Mancl and second by Denise Jeffers to approve annual report. Both motions carried.

CORRESPONDENCE:

Jaci received the following and replied to each:

E-mail from Pat Schiefelbein with Hotel Sierra (formerly Regency Suites) in Green Bay suggesting their facility for future conferences. Information passed on to Dave Turk.

Letter from AAA regarding an amendment to our Group Insurance Operating Agenda, included information about a new product available to our members. Auto Club letter will be filed with our existing operating agreement.

Correspondence from convention sales mgr. Pat Schiefelbein, complimenting our website.

Information was received from Crystal Engler, Sales mgr. for EauClaire/Chippewa Co. Visitor's center offering Eau Claire as possible conference site. Information passed on to Dave Turk.

Correspondence from Gabrielle Blood, DCF regarding public hearing for the 2009/2010 Child Care Development Draft Plan, to offer us the opportunity to attend.

Jaci had correspondence with Laura Schroeder from Otagamie Co, who in past has requested copies of executive minutes. Jaci sent her an interest letter to see if she may want to be more involved in the association, but her response was, that she is not able to be at this time.

E-mail correspondence with Jody Witter, about possible interest in serving WSSA.

E-mail correspondence from Tony Veeder. He still hasn't received Bucky Badger, who was supposed to be in his care.

Correspondence from Kiersten Gustafson, regarding insurance information on the website.

Correspondence from Barb Hanson, with the ES Proclamation that was sent to all agencies in April.

Request sent to Jackie Bennett, for annual report for IMAC to be included in convention packets.

Correspondence with Mark Schmitt, regarding website costs and he will take care of what is necessary, and we will reimburse him for those.

Jaci sent notices to agency liaisons notifying them which conference workshops are eligible for W-2 and CEU training credits.

Communication from Ted Prange, he is planning, if health permits, to attend this year's conference.

Communication from Sandy Walrack, South Central District. She is ok with closing their existing accounts, and transferring the funds to the WSSA earmarked accounts

LIABILITY INSURANCE UPDATE:

Dave Zeller reported that General Liability and Bonding have been obtained from Western Security. The requirements are that we have annual audit done each year and that someone other than bookkeeper also reviews the bank statements each month. We also need to have 2 signatures required on every check written.

He informed the executive committee that he would not be available to attend the annual business meeting.

CONFERENCE PLANNING:

Dave Turk and Sherri Arnold gave an update on this years conference. Attendance is less than anticipated with 82 paid registrations to date and 145 over all attendance. This includes 23 speakers, 17 vendors and 8 honorary life attendees.

Evaluations will be given to all attendees, and a similar one will be sent to persons who did not attend that normally did each year, to identify issue contributing to non attendance. Minutes from recent conference planning meetings were distributed.

Dave asked for volunteers to assist with monitoring some of the workshops and helping with what ever was needed. They would introduce speaker and see that certificates were given to attendees. Several volunteered.

Cost for the 2-day free attendees from Brown Co. will be \$710.00 plus mileage, which will be minimal because distance is short. All conference-registered attendees will be given a stainless steel travel mug with WSSA logo and a useful zippered bag also with logo on it.

This year's drawing will be for free conference registration only; other expenses will not be included.

After all paid registrations have been taken care of, left over give-away's will be offered for sale. A big thank you was given to the conference planning for the hard work putting this together.

ANNUAL BUSINESS MEETING:

Minutes of last year's meeting will be unavailable. There are no new resolutions or By-laws To be voted on this year. We will need to ask for volunteers to be Historian, due to the resignation of Kathy Brown , current Historian. District Presidents will be called on to give a report if they have one.

DISTRICT REBATES:

Northland 2, North Central 21, Eastern 30, South Central 25, South Eastern 31 and West Central 7.

DISTRICT AUDITS:

Audits are up to date.

South Cental District will close their accounts, which include checking of \$163.19 and CD with value of \$739.29 for a total of \$902.48. This will be put in WSSA accounts with designation that the funds are for use by South Central District. South Eastern District will keep theirs at present.

REGIONAL MEETINGS:

Decision on regional meetings will be tabled until July meeting, and needs to be discussed at that time. Issue will be based on what 2010 conference plans will be.

DATES AND LOCATIONS FOR 2009/2010 MEETINGS:

Date set for first meeting of the new term will be July 10, 2009. The first meeting will be held at Sauk County and future meeting dates will be set then and possibly held at Richland Center. Agenda items will need to include 2009/2010 budget, conference site, regional training and agency liaisons.

Jaci will send letters to membership in counties with exception of Sauk, Wood, Kenosha and Bayfield, which will be handled by their representative on the executive committee.

OTHER BUSINESS:

Jaci shared the proclamation, which was sent to all counties, and original will be forwarded to historian.

Jaci had request from AAA requesting permission, as our continued partnering, to send one time mailing to all our members, informing us of new product available to all of us. Motion by Christy Mancl and seconded by Dave Zeller that we allow this, and put disclosure notice on the website informing everyone of this. Motion carried.

Jaci had request for scholarship funds from Maureen O'Hara, which she received shortly after the deadline. Discussion followed with motion by Christy Duhr seconded by Christy Mancl to award the \$500.00 scholarship, as she is a current member and meets the criteria of the award.

Certificate will be awarded at conference and check when proof of attendance is received by Dave Turk. Motion carried.

OFFICER RENUERATION:

Remuneration for officers was paid and distributed as follows, based on number of meetings attended.

President total: \$300.00 = Christy Mancl - \$85.65 Jaci Fuller - \$214.25

Treasurer total \$200.00 = Sherri Arnold

Secretary total \$200.00 = Theresa Hannes - \$28.57 Kathy Brown - \$114.28 Fran Snippen \$57.15

Conference chairs total \$200.00= Dave Turk and Paula Hintze each received \$100.00.

Motion to approve payment by Christy Mancl and seconded by Dave Turk. Motion carried.

Jaci inquired if the Committee would consider a 2009/2010 membership for Mark Schmitt. Motion was made by Christy Duhr and seconded by Denise Jeffers to offer Mark Schmitt a 2009/2010 WSSA membership in recognition for his work on the website. Motion carried.

Kevin Leof and Sherri Arnold will continue to work on upgrading the WSSA brochures.

Coleen Rothe turned over 3 boxes of secretary's materials to Fran Snippen who will be taking over the secretary position, noting that we are unable to locate any Honorary Life pins.

PRESIDENTS AWARD:

Jaci thanked all on the executive committee for their help throughout the year and presented Dave Zeller with this year's President's Award.

ADJOPURNMENT:

Motion by Sherri Arnold and seconded by Christy Mancl to adjourn. Motion carried.

Respectfully submitted

Fran Snippen , Secretary