

WISCONSIN SOCIAL SERVICES ASSOCIATION

Executive Committee Meeting

The Osthoff Resort-December 5, 2008

Elkhart Lake, WI

STARTED: 9:30 A.M.

PRESENT: Jaci Fuller, David Zeller, Sherri Arnold, Kathy Brown, Kevin Loef, Theresa Hannes, Fran Snippen, Christy Duhr, Dave Turk

ABSENT: Christy Mancl, Denise Jeffers

2009/2010 WSSA PRESIDENT:

Dave Turk volunteered to be President Elect for 2008/2009 and President for 2009/2010. MOTION: Kathy moved that Dave Turk be seated as president-Elect for 2008/2009-seconded by Christy Duhr. Carried.

SECRETARY'S REPORT:

Minutes were reviewed and Sherri Arnold requested the spelling of her name be corrected throughout the minutes. MOTION: Fran/Kevin to accept minutes as corrected. Carried.

Kathy distributed list of EBD Committee members .

TREASURER'S REPORT:

Sherri reported not receiving statements from other accounts and relying on Christy to give her the balances. Kevin inquired about the CD that came due in 9/08. He inquired if it was reissued and if so for what time frame or was it just rolled over. Kathy will ask Christy and report at next month's meeting. Sherri reported she has not paid out any bills as she didn't receive the checks for the North Shore account. Sherri reported receiving 5 returned agency memberships (Clark, Brown, Wood, Shawano, and Menomonee) at a cost of \$90.00. Kathy reminded Sherri to send an agency certificate to the Director and a card to the Human Services Board for each agency.

Sherri reported that WSSA has \$18,956.00 in checking, savings, CD's etc.

MOTION: Theresa/Dave Z. to accept Treasurer's report. Carried.

2008/2009 CONFERENCE PLANNING COMMITTEE:

Met with Treasurer, Sherri Arnold and President Elect Co-Chair-Dave Turk. Dave distributed copies of the minutes of the November 19, 2008 meeting at the Osthoff Resort.

Midyear December 4-5, 2008

Conference was a success with 54 attendees.

27 attendees signed up for Ethics and Boundaries

Morning sessions were receptive by attendees.

There was some shuffling around of the afternoon session due to a last minute cancellation by Cyrus Behroozi . Attendees were made aware of the cancellation and all worked out.

2009 Conference May 27-29, 2009

Budget finalized. Noted that the seed money given to the committee is expected to be returned to WSSA budget as long as conference reflects a profit. Projection still the same for 150 attendees. Give away item still not decided. Workshop topics and keynotes to be finalized at next meeting to be held sometime in January.

Discussion on Past President's luncheon not being combined with Welcome to New Members. Discussion held on how and when to recognize new members. Designation on name tag, opening session welcome (new members stand and be recognized).

Honorary members are able to attend conference and only pay their meals expense.

Discussed last year's give away to new members. Jaci noted she couldn't find in the minutes the motion for the new member winners to receive reimbursement of free registration, room, meals and mileage for this year's conference. Members present remember the above award.

MOTION: Dave Z/Kevin to reimburse the two winners for expenses to attend this year's conference according to the past agreement noted in the 2008 conference. Carried.

Jaci will contact Marjean Sutherland to obtain the names of the winners.

Executive committee left it up to the Conference Planning committee to discuss what they would like as an incentive/enticement to new members /referring members. Will bring back to Executive Board.

Kudos given to Sherri Arnold for the Mid-Year Brochure and the clever WSSA candy labels.

CORRESPONDENCE:

Jaci handed out a 2008 WSSA Advisory Committee Report from Jackie Bennett, the WSSA representative.

INSURANCE UPDATE:

Dave stated he didn't have an update and will report at the next meeting on 1/23/2009.

UPDATE:

Next issue to come out in January 2009. Kathy stated Christy will be unable to do next year. Dave Z. will write an article regarding the Update being sent via email instead of via paper copy. Discussion held on cost of printing Update and Kathy will follow up. Discussed putting on conference registration a spot to select whether the member wants to receive update via email or paper copy. Matter will be discussed further at the next meeting. Discussed article being written for the UPDATE requesting nominations from members for the following State Offices-President Elect, Secretary and Parliamentarian.

AUDIT:

Audit conducted by Dorene Alfred of Wood County at a cost of \$50.00. She reviewed bank statement/reconciled with checking account and the conference planning books. She suggested the year always be printed in the check book ledger.

MOTION: Kevin/Kathy for Denise to pay out of the checking account the above cost.

Kathy will check with Denise about closing out the account and transferring the money to the North Shore account.

MEMBERSHIP LIST:

Sherri Arnold updated the membership list.

Discussion held on membership cards. Sherri reported she has one full box. Need to check on membership applications. Kathy will check on printing costs for the applications and will report at next month's meeting. Depending on costs to organization Kevin may offer in house printing.

EXECUTIVE LIAISON:

Theresa will be executive liaison to the EBD committee and Operations Committee. Dave is the executive liaison for Constitution and By-laws Committee. Jaci composed liaison flyers for December, January, February and March and will email to Colleen Roethe and Ann Oven for distribution.

DISTRICT TRAINING:

Fran gave an update on the response she received from the Directors in Northland region regarding her survey asking for input on what WSSA could offer their agency. She received responses from 4 out of 10 surveys. Counties responding were Washburn, Bayfield, Rusk and one tribal agency. All agencies are willing to post materials and send staff for training/staff development as long as sessions are work related.

Discussed regional training meetings possibly in September/early October 2009 so not to interfere with Mid-year conference or with yearly conference. Members will be attentive to workshop topics and further discussion will be held closer to the above dates.

WEBSITE:

Discussion held regarding email received from Joe Olson regarding Jobs employment opportunities being listed on the Web Site. Discussion held on number of hits site receives, WEB hosting and domain fee. MOTION: Kevin/Fran to not proceed with Job Postings on Website at this time. Carried.

OTHER BUSINESS:

Discussion of elected officers reimbursement. Payment is usually done at the December meeting. Motion: Kevin/Christy for payments of officers (President, Treasurer and Secretary) to be compensated at the executive meeting at the time of the yearly conference. Carried.

Discussion of handbooks with current officers taking more responsibility to keep them updated before passing on to the next officer.

JANUARY AGENDA:

Meeting will begin at 10:00 on 1/23/09 at Sauk County, Baraboo. Agenda items to include update on 2009 Conference; insurance; State Office vacancies; EBD committee and Operations Committee update; Awards due by 3/25/09; Regional training meetings; District meetings; New business and any and other business.

ADJOURNMENT:

Adjourned at 12:05 p.m. MOTION: Kathy/DAVE Z. to adjourn. Carried.

RESPECTFULLY SUBMITTED BY:

Theresa Hannes
