

KCA EXECUTIVE BOARD MEETING – JULY 22, 2008

X	Colene Fischli, President	X	Karen Rohling, Vice-President
X	Peggy Steimel, Secretary		Sandy Barnett, Treasurer
X	Jeff Duncan, Member-at-Large	X	Ron McVeigh, Member –at-Large
	Geri Reece, Member-at-Large		Thomas Schmitt, Member-at-Large
	James Terrones, Past President		

Business at hand was to follow up on the upcoming KCA Conference. Karen and Peggy met last Friday and made a visit to the Highland Hotel and visited with the staff there and viewed potential conference space.

TOPIC	DISCUSSION/DECISION	FOLLOW-UP
Vendors	<ul style="list-style-type: none"> <input type="checkbox"/> It was determined to charge \$75.00 per booth. This allows one member of the vendor company to attend the Awards Banquet on Tuesday evening, pay the \$10.00 for Highland Hotel fee and we profit \$50.00/vendor. <input type="checkbox"/> Peggy stated that LJCF youth would have a booth of their wooden items. Karen reported that Barton County Community College and Fort Hays State University would have booths available. <input type="checkbox"/> Ron found a letter that was sent to vendors in 2006. He forwarded to Karen to revise and send out. 	Karen will have her Business Manager follow up with potential vendors.
Presenters	<ul style="list-style-type: none"> <input type="checkbox"/> More presenters are needed. Peggy will follow up with ones listed to see if times are okay and if there is any special equipment they will need. Conference Room B will be available to use as a storage room that can be secured. Some presenters may have to present twice. <input type="checkbox"/> Members present agreed to the Muslim session at a cost of \$600. This will cover a 4-hour block on Monday morning. <input type="checkbox"/> Peggy will contact Ms. Spinaris to see if she is willing to do a breakout session on Boundaries/offender manipulation and then for the awards banquet a presentation on Laughter. 	
Tours	<ul style="list-style-type: none"> <input type="checkbox"/> Tours scheduled for Tuesday (October 28) from 9:00 a.m. – 12:00. LCMHF and LJCF will be one tour option and LSH (Isaac Ray and SPTP) will be another option possibly Rice County and Barton County jails. 	<input type="checkbox"/> Karen and Peggy to coordinate.
Ice Breaker Event	<ul style="list-style-type: none"> <input type="checkbox"/> Karen reported that staff from LCMHF has arranged for a golf scramble to take place at the Lake Barton Golf Course on Sunday. Other ideas for ice breaker is open for discussion. 	
Next Meeting	A follow up conference call has been scheduled for Wednesday, August 13, 2008 at 9:00 a.m. Use the same number and PIN to join the conference call.	

Notes by Peggy Steimel, Program Specialist I