

## KCA EXECUTIVE BOARD MEETING – AUGUST 14, 2008

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

Vice-President Karen Rohling called the meeting to order on August 14, 2008 at 9:07 a.m. At that time there were 5 members present. President Fischli joined a few minutes later.

TOPIC	DISCUSSION/DECISION	FOLLOW-UP
Treasurer's Report	<ul style="list-style-type: none"> <li><input type="checkbox"/> Sandy Barnett gave a Treasurer's Report of \$16,517.67 and stated there are no outstanding bills. She further stated that Melissa was to send her another check for around \$40.00.</li> <li><input type="checkbox"/> Sandy asked for a copy of the contract with the Highland Hotel for the KCA Conference so she could start tracking expenditures.</li> </ul>	
Tours	<ul style="list-style-type: none"> <li><input type="checkbox"/> Tours scheduled and Karen reported that LCMHF would provide transportation. There still needs to be some follow up with Rice and Barton County jails.</li> </ul>	
Conference Schedule	<ul style="list-style-type: none"> <li><input type="checkbox"/> Time slots are filled but there may need to be some minor alterations to the exact session titles and presenters. Karen and Peggy will meet and make the needed changes and get the final schedule to Ron and Holly for posting on the website and in the Eagle.</li> <li><input type="checkbox"/> Karen and Peggy will be meeting with the staff at the Highland Hotel and finalize the plans with them and send any contracts and/or invoices to Sandy.</li> <li><input type="checkbox"/> Karen and Peggy will also follow up with the Great Bend Visitor Bureau about the goody bags they are putting together. Anyone who has stuff to place in the bags, get to Karen or Peggy soon.</li> </ul>	
Vendors	<ul style="list-style-type: none"> <li><input type="checkbox"/> Karen stated that her Business Administrator has sent out 86 letters to potential vendors. They will be following up with these folks soon.</li> <li><input type="checkbox"/> According to information from Mr. Terrones, ARAMARK will be providing us \$2000.</li> </ul>	
Awards	<ul style="list-style-type: none"> <li><input type="checkbox"/> Colene will get with Ron to have the nomination form updated with a return date of September 26 and nominations should be sent to Jeff Duncan.</li> <li><input type="checkbox"/> There is a potential of 9 award categories as referenced on the KCA website. Colene stated that we have a set up fee already paid to an Olathe Trophy Shop.</li> </ul>	
Next Meeting	A follow up conference call has been scheduled for Tuesday, September 30, 2008 at 9:00 a.m. Use the same number and PIN to join the conference call. We will be reviewing the KCA Award nominations and if an earlier meeting is needed, President Fischli will notify everyone.	

Notes by Peggy Steimel, Program Specialist I