

ACCESS Full Board Conference Call
Thursday June 2, 2011

Present: Carrie Nepstad, Debra Murphy, Chris Lincoln, Kim Horejs, Nancy Beaver, Susan Wyatt, Kathy Allen, Mary Garguile, Crystal Swank, Nancy Gabriel, Trude Puckett

Absent: Cheryl Bulat, Lisa Morley (MI), Joan Klinkner (WI), Polly Parker, Judy Sherwood, Joyce Nelson, Janie Hilliard

President's report - Carrie Nepstad

First, I want to take the time to thank every Board member. You are *all* doing an amazing job with many projects ongoing.

I'm so grateful, and I know ACCESS members will benefit from your hard work.

Nancy Beaver made the motion and Crystal seconded that the minutes of April, 2011 and May, 2011 as sent by e-mail be approved. The motion carried unanimously.

The purpose of this meeting was primarily to make final preparations for the 2011 Professional Development Institute (PDI) to be held this month in Providence, RI.

Carrie has sent a form for ACCESS board members to list their arrival/departure time, hotel accommodations, and cell phone number. This needs to be completed immediately and returned to her so she can send it to everyone before we leave our homes.

Attached to the minutes is a schedule of important events for ACCESS members to attend if possible.

Chris Lincoln will not be able to attend PDI. Since the ACCESS credit card will not be available, Carrie will pay for the board meeting dinner and ACCESS will reimburse her.

Alison Lutton, Nancy Freeman, Nancy Beaver will meet about the NACCRA draft of the Early Childhood Glossary. Debra and Carrie will send a draft to everyone for input.

The membership meeting will be held at the end of the ACCESS day (Monday). A draft of the orientation online project will be presented to the membership. Time will be given for small groups to discuss and provide input. The outline for this project was sent by Carrie prior to this board meeting. Vacancies for board membership will be announced. The openings are: secretary, president elect, vice president of

Her contact information needs to be sent to Carrie and Trude so they can stay informed about the business of the board.

Kim expressed concerns about a few of the membership has paid twice. Chris will assist her with follow-up so this can be clarified. As the new system is established, hopefully there will be safety nets to prevent this from happening in the future.

It was decided to use North Carolina as the state to try out the membership scholarships. The state will provide matching funds for the amount of the scholarship. Those persons wishing to renew their membership or new members will be eligible for the scholarship.

Board meetings are scheduled for the first Thursday of each month. Please put this on your calendar and try to be present.

PDI TO DO:

- Mary is finalizing the order for the banner and table cloth to be sent to Debra who will deliver them to the conference along with giant Post-it notes. Mary will also bring the ACCESS ribbons.
- Carrie is printing ACCESS business cards for folks to hand out throughout the conference as well as "Ask me about ACCESS" buttons
- Kim is checking on PDI names from last year to make sure they received membership cards. She will also check on names of folks who may have paid twice this year. She is bringing a sample newsletter and PDI application forms.
- Nancy B. is working with Cengage to finalize details for breakfast, lunch, and cocktail party. She will communicate with Chris about paying for things via phone using the debit card. I will pay for the Board dinner and get reimbursed later. We will wait to hear back from Alison and Nancy Freeman about the Alliance meeting to be scheduled.

The information that is in black format was notes that Carrie sent after the conference call.

Respectfully submitted,

Trude Puckett, Secretary