

## Presidents' Round Table Executive Committee Meeting

October 14, 2020, 1:00 – 2:00pm CST

### Minutes

**Present:** Dr. Walt Tobin, Dr. L. Marshall Washington, Dr. Kimberly Beatty, Dr. Larry Johnson, Dr. Ty Stone,

- I. Meeting called to order at 1:03 p.m. CST.
- II. Minutes from the previous meeting were approved.
- III. Financial Report
  - The current asset balance is \$260,931.00. We've collected \$9550.00 in membership dues and \$11,000 collected since the beginning of the fiscal year. An additional \$750.00 was collected for MOCSLI .
  - We are paying \$200 in fees for Paypal. We may need to discuss upgrading the Bill.com membership.
  - We have a net income of \$7164.57. Dr. Tobin proposed investing some of the checking account balance in a CD.
  - The W-9 lists NCBA not PRT and some schools are making checks out to NCBA. We may need to look into becoming a 501c3. Dr. Johnson recommended that we look at the difference between a 501c3 and 501c6.
  - We have some research on the 501c3 application process. Dr. Tobin will send a recommendation from the finance committee on investment. They will also develop guidelines for investing and a resolution for the Paypal fee issue.
- IV. Committee Updates:
  - Membership: Membership is going well. Since our last meeting, we have sent letters to newly appointed presidents. Dr. Johnson asked that the committee consider creating a communication plan that includes the newsletter format, schedule, content, etc. He recommends that we ask for volunteers from Lakin graduates. Dr. Stone recommended that we go back to sharing job announcements as part of our communication strategy.
  - MOCSLI: There were some issues with the registration process for the MOCSLI. Those issues were forwarded to Amir and Dr. Shabazz. Most of them were resolved.
  - Other Business:
    - Discussion about Zoom Pro account purchases and levels. Dr. Tobin noted that Microsoft Teams is free and allows up to 10,000 participants. Dr. Washington believes that we will make up the expense from Zoom with the events. Dr. Washington moved that we purchase the Zoom account at the \$1999 level for one year. Dr. Johnson seconded the motion. The motion passed.
    - Strategic Planning Retreat: Dr. Beatty shared a proposed agenda for the retreat and a proposed approach to strategic planning. She also shared a draft of a proposed executive committee evaluation.
- V. The meeting was adjourned by the Convener.

