

**ACTAA
Executive Council Meeting
July 14, 2013**

President Tucker called the meeting to order.
Minutes from Spring 2013 were distributed via email.

Officer Reports

- *President: Dawn Tucker - Submitted a report for Summer Conference.
- *1st VP: Helen Strickland - Summer Conference 2014 will be July 13 – 15 at UALR – will report on Fall Conference during committee reports
- *1st VP Elect: Tim Peerbolte - Conference 2014 will be at Mt. Magazine September 4-6, 2015. Facility has been booked.
- *2nd VP: Jannetta Carney - All is well in calendar land. Due to Rosie Valdez taking a job at Central High School, it may be necessary to move TOC to a new location.
- *Executive Secretary: Mary Richardson and Jennifer Akers, were announced as Executive Treasurer and Executive Secretary, respectively, in April 2013. They will actually swap positions, and Akers will be Executive Treasurer and Richardson will be Executive Secretary.
- *Executive Treasurer: Until the official switch from Debra Catton to Jennifer Akers is made, all financial requests should go through Mary Richardson and she will get them to Debra.
- *Journal Editor: We need someone in this position.
- *Archivist: Sara Cooke - No report given. Sara Cooke has retired but will maintain her position as Archivist.
- *Recording Secretary: Jane Balgavy is resigning this position, as well as her chair of Publicity and Promotion, due to her retirement. President Tucker is looking for a candidate.
- *Immediate Past President: Mary Richardson - All is well.
- *Professional Development Coordinator: Executive Council discussed appointing Dawn Tucker as PD Coordinator due to Akers appointment as Exec Treasurer. The appointment was made.
- *Webmaster: Hannah Sawyer - All is well. www.actaa.net has been renewed.
- *College Representative: John Gale - Absent due to surgery. No report.
- *High School Representative: Debbie Ashcraft - All is well. Prepared to chair the High School Meeting in September.

ACTAA Permanent Standing Committees

- *Audit: Christy Armbrust – All is well. President Tucker tasked the committee with a financial audit at the end of Treasurer Akers' first year.
- *Scholarship: Dana McCutcheon - No report
- *Demo Day: Mandy Taylor - Will be held September 14 at Searcy High School. The flyer is complete and ready for the mailout. Members of the Executive Council were able to assist Mandy Taylor with names of possible presenters. Registration for Demo Day will happen online.
- *Student Congress: Martene Mourning - It is scheduled and the flyer is ready for the mailout. The committee met in June and made no rule changes but did make one rule clarification.
- *Tournament of Champions 2014: Jannetta Carney - Originally scheduled for Rogers Heritage, the tournament may be moved due to Rosie Valdez possibly transferring from that school to another.

*Fall Conference 2013: Helen Strickland & Jennifer Akers talked about logistics of the workshops.

ACTAA Permanent Special Committees

*Publicity & Promotion: Jane Balgavy - The committee has been working hard to assist with Fall Conference. Due to the retirement of Jane Balgavy, a new chair needs to be appointed – President Tucker will take care of the search.

*Ethical Practices & Professional Standards: After some discussion, it was determined that this committee needs to be split into two committees. Pat Treadway has agreed to chair the Ethical Practices Committee and Debbie Ashcraft will chair the Professional Standards committee. The Professional Standards Committee will be working to get our curriculum resources ready to submit to the Webmaster for inclusion on the ACTAA Members Only Section on our website. Pat reported that we are all ethical.

*Recruitment and Mentoring: Callie Ham - No report submitted

*Nominations: Debbie Ashcraft - Ballots are ready for distribution to our membership for Vice President Elect Elect. The committee also has Teacher of the Year and Administrator of the Year. These awards will be presented at Fall Conference. Webmaster will coordinate with Debbie Ashcraft about online voting for 1st VP Elect Elect.

*Debate Topic Selection: Tim Peerbolte – Tim will be traveling to the conference in Portland on August 1 – 5.

*AR Thespian Liaison: Michelle Moss - Dawn Tucker submitted a report on behalf of Michelle Moss. The following dates have been set by AR Thespians:

Sept. 8 Fall Planning Meeting Beebe High School 1-4pm

Oct. 1 Deadline to register for One-Act Preliminary

Oct. 1 Registration will open for State Festival

Oct. 24-26 One-Act Preliminary in Russellville (Russellville High School)

Nov. 14-16 One-Act Preliminary in Jonesboro (Jonesboro High School)

Dec. 13 Deadline to register for State Festival

Jan. 10 Deadline to postmark payment for Festival

Jan 23-25 2014 AR State Festival at University of Central Arkansas

Feb. 22 Post Festival Board Meeting TBA

July 28 Leadership Camp TBA

July 30-31 Summer Board Planning Retreat TBA

*Professional Development: Jennifer Akers reported that PD for Summer Conference is set and that Fall Conference is nearly complete. In light of her recent appointment as Executive Treasurer, Jennifer Akers has resigned her position as PD Coordinator. Dawn Tucker will take over PD after Fall Conference. Tucker has contacted the members of the committee to see if they are still willing and able to serve.

ACTAA Special Ad Hoc Committees

*Teacher Assessment: John Gale - No Report

*Oral Communication Position: Chris Flowers and Rosie Valdez - Chris Flowers reported that he and Rosie Valdez will be setting up a booth about ACTAA at Annual Superintendents Meeting July 29 and 30 at the State House Convention Center. President Tucker and Executive Treasurer Akers will also attend to represent ACTAA Executive Council. Sara Cooke will assist with ACTAA signage.

*Exec Sec/Exec Treasurer Search: Pris Benson – Dawn Tucker reported these positions have been filled and the search committee will be disbanded until 2015 when a new search will be conducted.

*Tournament Advisory Committee: Jane Balgavy – All is well.

Old Business –

*Nominations section of constitution being rewritten to be more transparent. Discussion was held about possible additions to make this section more clear.

*Debate Topic Selection committee – are we adding a second person? Are we raising fees? What is our course of action. For now, one person will go (Tim Peerbolte). In 2016, there will be a second person, and it will be the incoming Debate Topic Selection. Therefore, in 2015, the Nominations committee will be tasked with nominating an individual for that spot. Tim P. proposed – in 2015, hosting Debate Topic Selection in Arkansas. Where does this money come from? Raise fees to Demo Day? Increase attendance. We will send a letter to all AAA principals for raising fees. Does AAA send that out? Or do we? Cost increase from \$5 to \$10 Jennifer Akers made motion to raise Demo Day fees to \$10 per student, pending approval by AAA. Seconded by Pat Treadway No discussion. Motion Carried. Jannetta Carney will send out the letter to the principals for their vote. Mary Richardson will count the ballots and report to the Executive Council.

*Google calendar: Jannetta Carney – Calendar is up and running. Jannetta will be changing headings. (Janetta).

*Tournament Committee issues – Some issues were brought to the attention of the committee and the committee was tasked with addressing Tournament Decorum with the membership. -
Schools hosting more than one tournament
Dress Code

The TAC committee will review statement of professional ethical practices document. Fill in gaps, as needed. Revised Ethical Guidelines will pass out at Fall Conference. However, ACTAA can only control ACTAA events (Stu Co, Demo Day and TOC). Tournament Directors must address from there.

*Recruitment Brochure – Mary will check with Pris Benson on this.

*TOC Committee was asked by a member to consider adding Student Congress as a sanctioned TOC event. Committee Chair Carney said she would discuss this with her committee and report back.

*Administrator's Reception – this was addressed in the Oral Communication Position Committee's report.

*Legislator's Reception in 2015 – this event still needs to be discussed by Exec Council

*Filming TOC – this will not be able to happen.

*Strategic Plan – The constitution is in the process of being revised.

*Scholarship Committee – the award policy was being revised but there were no members of the committee present to report. President Tucker has contacted the current chair, Dana McCutcheon to see where the committee is in the process. President Tucker will also contact former chair Jessica Skordal to determine the names of the 2013 winners.

New Business:

*Congratulations to Tim Peerbolte on his engagement!

*Mailing address for ACTAA - Mary Richardson motions to research and secure a Post Office Box for ACTAA. Seconded by Jannetta Carney Discussion was held about logistics of mail forwarding, which Mary will review. Motion carried.

*Constitution Revisions – a session was held with Exec. Council and members present as Summer Conference where the revised constitution was reviewed and discussed. Suggestions were made for changes and Executive Secretary Richardson will be making those changes and will email the document to Exec. Council for review before it is presented to the membership. A vote will take place at the Fall Conference General Business Meeting.

*Calendar Policy - A new proposal has been submitted concerning priority of scheduling. Discussion was held at length concerning these issues. Additional items were:

open and close date for submissions

Possibly a new meeting at Fall Conference for all directors of tournaments to discuss new TOC rules, etc that would require mandatory attendance. Also, have all entry forms created.

After much discussion and revision as policy was presented to the Executive Council for inclusion in the revised constitution.

*Lower/no conference fees for graduate and undergraduate students – After much discussion it was decided that Undergraduate Students will be allowed to attend Fall Conference at no cost unless they want to attend the Friday dinner and Saturday luncheon. They will have to pay the cost of the meals. They WILL NOT receive any of the conference materials, give aways, etc. President Tucker will ask College Representative John Gale to address this when he contacts the colleges to invite them to Fall Conference 2013.

Announcements –

Doug Gilpin and Claudia Beach will be hosting a drop in reception from 6-7 Monday night and then the group will walk to dinner at Slim and Shorty's

Adjournment –

After thanks all around the meeting and conference were adjourned.