



## BOARD OF DIRECTORS MEETING MINUTES

-- DRAFT ... NOT YET ADOPTED --

Nov. 30, 2005  
Seeds Elementary School UES  
UCLA Campus

Board members present: Hall Davidson, Jan Half(by phone), Chuck Holland(by phone), Barbara Keenoy, Michael Morrison, Doug Prouty, Scott Smith, Sharon Sutton, and Debra White

Board members absent: None

Staff present: Marisol Valles and Mike Lawrence

Guests: None

### **REGULAR AGENDA**

#### **I. Call to Order**

*President, Scott Smith, called the meeting to order at 10:00am.*

#### **II. Reviewing Student Work**

Sharon shared about the focus of student work in social studies and science at Seeds Elementary UES.

#### **III. Approval of Agenda**

Barbara moved to adopt the agenda as amended. The agenda was amended to include item f under new business. Hall seconded. Motion PASSED unanimously.

#### **IV. Approval of Minutes**

Barbara moved that we approve the minutes from Sept. 29, 2005 as corrected. Seconded by Hall. Motion PASSED unanimously.

#### **V. Closed Session**

*The Board went into Closed Session at 10:15am  
Closed session ended at 10:35.*

#### **VI. Reports**

A.ED Reports

The ED reported to the Board on the following items:

1. Staffing Update Mike reported on the addition of Danielle Brown as Program Assistant and the hiring of Consultant, Rachel Ann Weidinger. Mike commented on the efforts to keep staff connected by phone now that they are functioning in a virtual setting. Sara Armstrong has recently taken on

working on OnCUE. Maria is still doing layout, but will discontinue working for CUE in June 2006.

2. New digs Mike is working on a comparison chart to show savings with the new office arrangement. Staff is working with new VOIP phone system. There are many partnership possibilities and shared resources that come with the WestEd location, like the video conferencing system.
3. Website & Data Systems Update Mike discussed the continuing process of updating the System. Exhibitor Reg. Online through the new system will be ready for use for next year's conference, 2007.
4. CUEtoYOU Generated 381 new members so far. Gross of \$30,157 and \$19,207 net
5. Northern Events CUE has been partnering at other events in the north. Two events are happening in Dec. and one event in Jan. Conversations are continuing about a Fall 2006 event in CTAP Region 3/Sacramento area. Additional events are coming up in Jan. & Feb. A shift is being made to focusing on non-events based activities in the north.
6. NECC MVP & ISTE Relations MVP & Marketing agreements have been signed. ISTE Booth will be nearby the CUE Hub booths to facilitate the book signing.
7. CLMS/CLHS Partnership Conversations are ongoing with directors of CLMS/CLHS about how the partnership would continue to work. Scott read a letter from Peter Wagner, CLMS/CLHS Executive Director thanking the CUE Board for CUE's partnership and requesting to extend this collaborative work. Further discussion was held, with CUE membership being a major issue that needs to be tied to future conference partnerships. The Board supports members of CUE should get a reduced registration to CLMS/CLHS and making the Joining of CUE an easier option at the conference or through conference registration.

#### B. Conference Manager Report

Marisol reported on current conference activity including exhibitor and attendee registration. Speaker packets have gone out. Eileen Walters is working on getting handouts from each presenter. Suzanne Mitchell is working to coordinate volunteers. The Conference Planning Committee visited the newly redone convention center during their most recent meeting.

#### C. Treasurer's Report

Chuck shared the Auditor's Report. Chuck talked about the recommendations made by the auditor's management letter. Barbara moved that we adopt the Audit Report as Presented. Michael seconded. Motion PASSED unanimously. Chuck shared the current budget information with the Board.

#### D. Member & Corporate Relations Report

Rachel shared the highlights of what she has been working on and reviewed her report. Rachel shared some of the information that is being gathered from the survey.

#### E. Committee Reports

1. Finance Committee Finance committee has met two times. The committee is helping to clarify the budget before the budget comes to the board. Mike and Chuck have talked with a representative about CUE's Schwab investments and how to better maximize this investment. The committee will return with a recommendation on an account management fee.
2. Awards & Nominations & NCTF Awards are due Dec. 1<sup>st</sup> and are coming in to the office. Harvey is working to solicit nominees to the board. So far there are no CUE Inc. Board Nominations.
3. Advocacy Doug reported on a recent conference call the committee held. The committee is reviewing the Advocacy platform. Advocacy will have a specific part of the new CUE web site.
4. Affiliate Leadership Gerald shared the documents that were generated from the Palm Springs Conference Meeting in March 2005. He also shared additional comments he got from contact with other affiliates or follow up conversations. Affiliate Leadership Meeting at Palm Springs CUE is 11:00am to 2:00pm on Thursday, March 9, 2006. Debra and Gerald will take the lead to develop the affiliate session in Palm Springs. Mike Lawrence will explore developing an affiliate handbook using a wiki-style tool.
5. Conference Planning Committee. Barbara reported on the recent meeting of the committee. Lee Grafton, from Palm Springs Unified has joined the committee. 2007 Conference Theme is: *Share the Summit*.

#### E. Affiliate/SIG Reports

Sig and Affiliate reports were given by board liaisons.

### VII. Old Business

- A. Communication Chair Barbara moved that Chris Walsh be accepted as Communications Chair. Michael seconded. The motion PASSED unanimously.

### VIII. New Business

- A. Awards 3 nominees for Platinum Disks  
Sharon moved that we accept the nominees as presented. Michael seconded motion. Motion PASSED unanimously.
- B. Advocacy Platform Doug shared the Advocacy Platform for 2005-2006. Sharon moved to accept the advocacy platform as amended. Doug seconded. Motion PASSED unanimously. ETAN edtechactionnetwork.org Possibilities of using this site to write legislators was shared by Doug.
- C. Affiliate Work Discussion of affiliate health. Gerald McMullin joined the conversation, by phone, to review a summary of the current health of each affiliate. Common challenges were recruiting new leadership and providing meaningful activities that don't duplicate CTAP/COE activities. Affiliate

leadership participation will be sought in the planning to the affiliate session in Palm Springs.

- D. Policy Committee/Policy Scott, Debra and Marisol will serve on this-short term committee beginning in March after the conference.
- E. Future Conference Locations Discussion took place with an emphasis on when we could provide our next Northern conference. In general, the Board was in favor of keeping our financial house in order by remaining in Palm Springs where we have our best chance to grow the organization. The northern event partnerships and affiliate events create tremendous opportunities for northern members, but we would like to grow CUE large enough to offer a northern conference, full or mini, in the future.
- F. Transitions of Officers/Timing Discussion took place about when the retiring boards members stop attending meetings and elections of coming year Board Officers should take place. The board agreed to elect new officers at the end of May's meeting with the understanding that they begin to serve their terms at the July retreat. A May celebration will be held for retiring Board Members.

**Next Meeting Actions**

January 19, 2006 3:00 to 6:00pm. Phone Conference.  
Voting on Awards Nominations  
Finance Committee Report  
Affiliate Committee Report  
Advocacy Committee Report

**IX Adjournment**

*The meeting was adjourned at 3:10pm*

DEBRA WHITE  
Secretary

SCOTT SMITH  
President