

SRFIDC Executive Committee Meeting, Saturday, March 8, 2003  
Minutes

Present:

Karen Adsit  
Art Crawley  
Martha Wicker  
Jessica Somers  
Alisa Kirk

Absent:

Peter Petschauer  
Hazel Harris  
Jim Eison

Art called the meeting to order and welcomed the survivors. (2:03 pm).

Conference Update:

There are 47 pre-registrants to date. The Executive Committee review of conference program book and activities and the facility.

Overview of the Sharing Conference:

Sunday: welcoming bbq at Morrow Tourist Center

Baskets prepared for newcomers (only have 24)

Missing 6 – 8 responses, but we'll see how that goes.

Shuttle will run from the Tourist Center back to the Conference Center. Registration will not happen until after lunch.

Refreshments will always be up where the institutional displays will be set up.

NOTT leaves promptly at 5:00 pm (dinner at Mick's and show at the Fox Theater).

Monday: Shuttle running from Drury to Conf. Center

Late registration, provost welcome, Get Acquainted activity.

Plenary sessions

Picnic/T-shirt exchange

Business Meeting

Workshop-to-go with box to take them.

Alison session with book.

Past/future with Quilt activity—bring quilt section to session and explain meaning

Dinner & Tour—Gone with the Wind

Tuesday: Executive Committee (30 minutes)

Plenary Sessions

Sharing session

Focus Group discussions: need facilitators for each of these sessions

Planning, Programming, staffing, budgeting, communicating, evaluating

Complete form on which sessions they want to attend... rating sheet to help them decide which sessions to attend. Discussion and decisions on how it will work.

Closing session sent to Sandy to do Readers Theater with closing remarks.

21 member institutions

Need to make an announcement about next year's conference. Set dates? Announce at business meeting?

Ask Alison (UCF, Orlando) about hosting meeting in 2004

Ask Linda (Clemson) about doing in at Clemson in 2005

2 charges were unanticipated for this year's conference...conference facilities fees: \$900.00; Clayton College Provost will pay for half of the facility fee. Campus van reservations: \$300 for 15 passenger van.

Discussion about budgets, etc. differences between the end of last year and end of this year. All conference income and expenses are included in Peter's report. We will include Jessica's end of the year report with Peter's. Also Martha needs to include all printing and mailing expenses as a part of the conference expenses.

Discuss business meeting agenda (see below). Need to make sure that we hold 2 elections and make clear who is replacing whom. Individual members can vote once; institutional members still get two votes.

Jessica talked with Bill Thomas at SREB about next year's meeting—25<sup>th</sup> annual sharing conference. They might be willing to sponsor or something or at least participate.

Agenda for Business Meeting on Monday

Call meeting to order, Welcome, Announcements & Recognition—Art Crawley  
Minutes from last meeting, Karen Adsit (motion to approve, second, discussion, and vote)

Treasurer's report, Kate Brinko (motion to approve, second, discussion, and vote)

Bylaws changes – Karen lead discuss changes : motion, second, discussion & vote

Election two board members to replace

    One to complete USF term (term to go through 2005)

    One to replace Furman (term to go through 2006)

Announce location for next year?

Invite conference location for 2005.

Invite for future years for conference.

Agenda for Post executive meeting

Determine rates for individual members

Meeting adjourned 4:15 pm.