

**VAPPA Board Meeting Minutes - APPROVED**

**Date: Wednesday, August 16, 2017 @ 1:30 pm**

**Place: Teleconference**

**Welcome/Introductions/roll-call.  In attendance:**

* John Prengaman (JP)
* Mike Merriam (MM)
* Scott Gesele (SGs)
* Meghan Johnston (MJ)
* Jim Morris (JHM)
* Duane Swanson (DS)
* Joe Martinez (JMz)
* Debra Dowden-Crockett (DDC)
* Steve Glazner (SGz)

Absent:

* Julie Bubb (JB)

**Review/approval of minutes**

* June minutes were approved without changes
  + JMz requested notice be sent when minutes are posted to the shared file; JHM agreed and will do so

**Round table updates**

* President (JP)
* Requested a Board count of those who attending the SRAPPA Conference:
  + JP, DDC are planning to attend
  + JMz, MM likely will attend
* Has been reaching out to Council of Independent Colleges in Virginia (CICV)
* President-Elect (MM)
  + No new update
* Past President (SGs)
  + Working on a run-through of the by-laws
* Treasurer (MJ)
  + Waiting on one last check from GMU to add to account
* VP for Communications (JM for GS)
  + 1 new institutional member has been added (from Radford U)
  + 3 new business members signed up via the website
  + Invoices sent via PayPal, MJ copied
  + Website has been updated
  + Several minor issues noted with site, links have been removed
* VP for Conference Planning (JB)
  + Not on call
* VP for Education (DS)
* No update
* VP for Membership (JMz)
* No Update
* Business Partner Liaison (DDC)
  + Reviewed survey results from VAPPA Conference Attendees
  + Regarding 2018 conference, agreed to keep in March
* APPA Liaison (SGz)
  + Reviewed ideas for speakers and sponsor structure from other meetings
  + Offer higher level sponsors provide opportunity for program tracks
  + Possibly have sponsors partner with institutional members

**Other Chapter business**

* MM asked regarding listserv of  members - there is a distribution list, but not a two-way set-up for back-and-forth communication between VAPPA members
  + SGs mentioned possibility of breaking list between institutional and business members

***Meeting Adjourned at 2:05pm***

**Action Items:**

1. Meeting minutes – JM

**Next Meeting Dates:**

Wednesday, September 20, 2017 @ 1:30pm

Wednesday, ,October 18, 2017 @ 1:30pm

Wednesday, November 15, 2017 @ 1:30pm