



Virginia College Access Network Board Meeting Agenda
Friday October 4th
10:00 a.m. – 2:00 p.m.

Omni Richmond (Roanoke Room)
100 S 12th St, Richmond, VA 23219

Joy Pugh called meeting to order.

Present: Joy Pugh (President); Paula Craw (Treasurer); Scott Kemp (Secretary); Tierney Jackson; Anne Michie (Proxy for Betsy Heggie); Mary Morris; Lyons Sanchezconcha; Reshaud Rich and Lee Andes (Non-Voting).

Absent: Cheryl Jones, Paula Robinson; Tom Morehouse; and Barry Simmons

- Welcome – Joy Pugh
- Approval of March and June Minutes – Joy Pugh
 - Motion to Approve the Minutes Passed: Unanimous
- Treasurer's report – Paula Craw
 - Current Balance: \$42,577.95
 - Recent Expenditures
 - Sched - \$250 as a replacement for Guidebook
 - Renewed domain name
 - Cvent Registration Revenue as of today:
 - \$20,010 Revenue from Registrations
 - \$5,227 – Amount Due
 - Balance includes deposits paid to hotels for 2019 and 2020
- Board membership update – Joy Pugh
 - Discussion of nominations for new members to be made at the December board meeting
 - Lisa Smith has resigned
 - Possible representative organizations
 - VDOE
 - VCCS (Career Coaches)
 - VACRAO or other College Admissions member
 - Discussion of absences at Board meetings
 - Board Succession Plan (Effective December 31, 2019)
 - End of 2019
 - Barry Simmons (Retirement)
 - Tom Morehouse (Retirement)

- End of 2020
 - Mary Morris (VA 529)
 - Cheryl Jones (Access)
 - End of 2021
 - Paula Crow (ECMC)
 - Joy Pugh (VCAC)
 - End of 2022
 - Tierney Jackson (Retirement)
 - Scott Kemp (Retirement)
 - Motion to Approve the Succession Plan as Listed Above Passed: Unanimous
 - o New Member Invitations
 - Scott to talk to Sharon Morrissey – VCCS (Career Coaches)
 - Tierney to talk to Paula R – VDOE
 - Reshaud to talk to ODU – Admissions
- By-law Change
 - o Effective January 1, 2020, Motion to amend the by-laws:
 - Article II; Section 4; Item 2
 - A board member must attend at least 50% of the Board meetings in a calendar year or else they will be ~~who misses three consecutive meetings, unless excused, shall be deemed to have resigned. The office shall become vacant for the remainder of the term. The minutes should note any excused absences.~~
 - Motion Passed: Unanimous
- NCAN Membership Update – Joy Pugh
 - o Board is not a member because we need to renew with payment
 - o Discussion about the pros and cons
 - o Motion to Renew Membership Passed: Unanimous
- VCAN’s Fall Training Series, “Realizing the College Dream,” in partnership with ECMC – Paula Crow
 - o Smashing Success
 - o 160 Participants
 - o 2020 Planning
 - Executive Committee will discuss dates and locations
- 2020 Conference Paid Planner – Scott Kemp
 - o Proposal Attached
 - o No decision reached on proposal
 - o ECMC will reach out to Brenda and Jan to provide additional assistance
- 2019 Conference
 - o Registration, Sessions, Keynotes, and Pre-Conference – Tierney Jackson
 - 90 registered (40 from VCAC)
 - Re-sending registration reminder out through C-Vent
 - Extending Early Bird Registration by one week

- Need pre-conference space for VCU on Wednesday – 10-11:30
 - Board meeting – Wednesday; 9am-11am
 - Roll-call by organization
 - Poster Session – VCU Graduate Students during Wine and Cheese session
 - o Sponsorship – Joy and Paula Crow
 - Sallie Mae (\$750); College Board (\$1,750); Inceptia (\$300); ODU (\$750); VA 529 (\$10,000); ECMC (\$10,000)
 - o Member recognition/awards – Reshaud and Paula C.?
 - o Food – Tierney
 - o A/V – Lee
 - o Bingo – Reshaud
 - o Woodley recipients – Paula Crow
 - Recognize both students at the conference with a slide
 - Potential video from recipient
 - Word about the winners from the nominating organization
 - o Run of Show – Joy
 - o Planning from October through December 4th
- Board support of Bettsy Heggie
 - o Board members to send individual cards
 - Next Meeting
 - o December 4 – 9-11AM – Omni Richmond
 - Meeting Adjourned

The mission of the Virginia College Access Network is to support and enhance post-secondary education access and attainment for residents of the Commonwealth of Virginia. To accomplish this mission, VCAN will support access programs and foster new initiatives; develop information and financial resources for students and families; and promote the benefits of greater access to postsecondary education.