



Virginia College Access Network Board of Directors Meeting  
Wednesday, December 5<sup>th</sup>, 2018 9:30AM  
The Main, Norfolk, VA

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**2018 Executive Committee: Barry Simmons (President); Lee Andes (VP); Tom Morehouse (Treasurer); Joy Pugh (Secretary)**

**Members: Paula Crow; Eric Hairston; Betsy Heggie (Colin Puckett); Cheryl Jones; Mary Morris; Paula Robinson; Tierney Jackson; Scott Kemp; Lisa Smith; Reshaud Rich; Lyons Sanchezconcha**

**Attendees in Bold**

Absent: Betsy Heggie; Mary Morris; Lisa Smith

- Call to Order
  - Barry
- Establishment of a Quorum
  - 11 of 13 current members in attendance
- Approval of Agenda
  - Approved
- President's Remarks
  - VCAN is entering a new era in 2019
- President-Elect Remarks
  - None
- Introduction of new Board Members
  - Reshaud Rich
    - Regional Manager with GEARUP
  - Lyons Sanchezconcha
    - Educator at Huguenot High School
    - VALHEN Member
- 2018 Conference Issues
  - New Logo
    - Will be launched at opening session
  - Site & A/V

- o Sponsorship
  - Suggest looking into offering credit card acceptance as an option, being mindful of the loss in revenue from the 3% convenience fee
- o Program
  - 28 presentations chosen from 41 submitted proposals
  - No 7-14-28 Sessions
- o Other
  - Working through session evaluation issues with the app
- Treasurer's Report
  - o See attached
- Corporate Insurance
  - o \$1,941.09/year
    - Director's Insurance
    - Covers activities of the Board and liability for conference attendees
- Board Governance
  - o Board Member Responsibilities
    - Discussion on acceptance of gifts by Board members
      - Text will be revised
    - Electronic signature version will be sent to all members
- Quarterly Meeting Dates for 2019 – In Person
  - o Please hold 10 am – 2 pm other than December
    - March: Friday 3/29 - Williamsburg
    - June: Friday 6/21 – Norfolk
    - September: Friday 9/27 - Southside
    - December: 1st morning of VCAN conference, likely 12/4
- Committee Structure for 2019
  - o All board members will serve on at least one committee:
    - Executive, Governance, Conference, and Woodley Scholarship
      - A Board member will chair the committee
        - o Committee members are a combination of Board members and VCAN members

- Committees will meet electronically or in person in-between full board meetings, and prepare a report for the meeting
- 2019 and 2020 Conference Locations
  - 2019 Central VA - Richmond
  - 2020 Western VA – Roanoke or Blacksburg
- Ideas for 2019 Strategic Direction
  - Brief Review of other state CAN's
  - Our budget is in line with other CAN's
  - Only 18% charge a membership fee
  - Some do a yearly survey to keep active membership rosters
  - State allocation ideas
    - Investigate a paid position for VCAN
  - Board membership ideas
    - Should we limit it to members of access organizations or also school representatives
  - Joint conference with VACRAO or VASFAA
- Old Business
- New Business
- Announcements
  - Woodley Scholarship process moved to the fall
    - Deadline extended to December 17
- Adjourn