

NJCOE Executive Council Meeting

**West Windsor Plainsboro District Administrative Offices
321 Village Road East
West Windsor, New Jersey 08550**

MINUTES

Meeting of August 23, 2018 at 10:00AM

Present: Charles Ivory, Geraldine Carroll, Charles R. Ford, Jr., Martin Smith, Alease Griffith, Cheryl L. Simone, Dana Lawrence, Dolores Szymanski, Kenneth King, Sandra Loewe, Piera Grovenor, Melindo Persi, Pat Hollenstein

The Audit Committee met at 9:30AM prior to the 10:00AM Business Meeting, including Geraldine Carroll, Charles Ford, Cheryl Simone, Pat Hollenstein, Sandy Loewe and Charles Ivory.

The meeting was call to order by President Charles Ivory at 10:00 am.

Report of the President - Charles Ivory

A review of the new stationary occurred.

Report of Past Secretary - Charles Ford

General Membership Meeting Minutes of April 27, 2018 and Executive Council Meeting Minutes of May 31, 2018 were reviewed and approved

Report of the Audit Committee, Cheryl Simone

The organization is financially healthy. Beginning balance of \$9759.40. Ending balance of \$11,613.08. Audit report was passed unanimously

Report of the Past Treasurer, Geraldine Carroll

Review of FY 18 budget showed that we were very close to predictions. The review of the proposed Budget, FY19 showed it was fundamentally the same except for expectation of need for larger space for Fall meeting due to Commissioner Keynote.

A recommendation was made to disaggregate the revenue monies to determine exactly where we are going to get monies from. (New members, continuing members & retirees)

The proposed budget was passed unanimously.

Report of the Current Treasurer, Charles Ford

A review of the billing process shows it is working well.

We need to be able to keep an accurate record of emails in order to ensure that dues are being paid. When we don't have email address, we have to mail them and anyone that we get the mailing returned is placed on the inactive list. Pat will send the membership spreadsheet so that the Exec Committee can review.

An email blast with the membership information and announcement of the October meeting will happen the week of August 27th.

Report of Historian, Alease Griffith

All pictures of inductees and award winners will be sent directly to Vin and Pat and posted on web-site.

Report of Awards Chair, Charles Ivory for Janet Holdcraft

A discussion of what we give new inductees occurred. Janet will be asked to investigate folder options and present at the next Exec Committee.

A discussion of retiree pins occurred, Charles with work with Janet on how to proceed.

Report of Membership Chair, Piera Gravenor

A lengthy discussion of how and who to attract for new membership.

All new members have come from nominees from the Exec Council.

We will continue to seek members of higher education to join the organization.

Frank is also working to inform new Superintendents to join. Charles will work with Frank to develop a plan to encourage new Superintendents to join. It was agreed to invite new Superintendents to our October meeting at a cost of \$25. A discussion of generating topics from the membership of what they would like to discuss and create a roundtable format for these discussions at the Spring meeting.

Cheryl will begin to work to conceptualize how to leverage social media platforms to market the organization.

Pat will attach an application to the next eblast, including contacts with Charter Schools.

Report of Program Chair, Sandra Loewe

The October 12, 2018 meeting at Forsgate will be the keynote with Commissioner Repollet.

The April 12, 2019 meeting at Forsgate will have as keynote the Executive Directors of NJASA, NJSBA, NJPSA and NJEA.

Report of Necrology and Sponsors Chair, Mel Persi

No news for necrology.

A form was provided to solicit educational organizations for meeting sponsorship. We need to highlight former sponsors on our web-site.

Report of Web Master, Vincent Przybylinski

Pictures from April meeting will be posted as well as updated Exec Council membership.

Report of Continuity Chair, Kenneth King

Think about distinguished educator nominees for our Spring meeting.

Old Business

Historical documents scanning has been completed.

New Business

The Exec Committee engaged in a planning activity: "If we were here three years from today, and were reviewing the progress made by the NJCOE during those three years, what would have happened to make us proud of the achievements/improvement of the Council?"

Summary notes will be prepared for further discussion.

General Membership Meeting Dates for the 2018-2019 Academic Year

- a. October 12, 2018 at Forsgate
- b. April 12, 2019 at Forsgate

Executive Council Meetings for the 2018-2019 Academic Year

- a. August 23, 2018
- b. November 19, 2018
- c. January 25, 2019
- d. May 23, 2019

The meeting was adjourned at 12:00.