

**MINUTES OF THE JULY BOARD MEETING  
AT THE SHERATON WESTPORT PLAZA HOTEL  
JULY 14, 2007**

The July Board meeting of the MCRA Board of directors was called to order at 10:30 a.m. on July 14, 2007. The Board members in attendance were:

Sandy Stewart, President;  
Angie Culler, President Elect;  
Tiffany Hughes, Vice President;  
Brett Harrison, Treasurer;  
Dawn McTeer, Secretary;  
Faith Olliges, Region I Vice President;  
Gail Conaway, Region II Vice President.

Members not present were:

Pat Manners, Immediate Past President;  
Stephanie Prewitt, Region III Vice President;  
Tracie Brumley, Region IV Vice President;  
Elaine Matthews, Region V Vice President.

**RATIFICATION OF E-MAIL VOTES**

President Stewart called for a motion to approve the E-mail votes as follows:

- Approve minutes from the March 18, 2007, Board meeting
- Dispense with the June issue of Progress
- Pay Marian Rein \$500 for June Progress although not published
- Convention fees
- August Progress – approve cheapest printing costs and most efficient postage rate
- Slate of officers

**MOTION/HUGHES:** I make a motion to ratify the E-mail votes and I vote in favor.

**MOTION SECONDED:** There being no further discussion, President Stewart called for a vote on the motion. Unanimous aye. Motion carried.

## **RATIFICATION OF TELEPHONE VOTE**

President Stewart called for a motion to ratify the telephone vote.

**MOTION/OLLIGES:** I move that we ratify our telephone vote regarding approval for the legislative representative to fight to maintain mandatory certification.

**MOTION SECONDED:** There being no further discussion, President Stewart called for a vote on the motion. Unanimous aye. Motion carried.

## **2007 CONVENTION COMMITTEE REPORT**

Region I Vice President Faith Olliges updated the Board on the progress of the Convention Committee in the planning and organizing of the 2007 MCRA Convention to be held on September 28, 29, 2007, at the Sheraton Westport Plaza Hotel.

## **PRESIDENT'S REPORT**

President Stewart reported that investigation would be undertaken to determine the cost of hiring a parliamentarian in the locale of the 2007 convention and future conventions.

There was brief discussion regarding the August issue of Progress. Tiffany Hughes has volunteered to be the Advertising Editor for Progress.

Termination letters were mailed on June 4, 2007, to members that are delinquent in paying their membership dues. The Region VPs were urged to send E-mails or make telephone calls to remind those members to pay their dues.

Discussion regarding the printing of the membership directory was had. Beth Blackburn will continue to manage the membership directory. It was decided to publish the directory in a loose spiral bound form and mail it out in an envelope with a loose brilliantly colored convention form. The deadline for changes to the membership directory will be August 1, 2007.

MCRA received a rebate from the NCRA for the May test in the amount of \$342. November 3, 2007, is the testing date for Missouri.

President Stewart called for a motion to send the President to the NCRA Convention in Dallas, Texas.

**MOTION/CULLER:** I make the motion that we send President Sandy Stewart to the NCRA National Convention in Dallas, Texas, paying for her airfare, transportation, hotel and networking package, meals per diem.

**MOTION SECONDED:** There being no further discussion, President Stewart called for a vote on the motion. Unanimous aye. Motion carried.

The Missouri School Counselor's Association conference will be held November 4 through 6, 2007, at Tan-Tar-A in the Lake of the Ozarks. It was decided that the MCRA would not be in attendance at that conference.

President Stewart called for a motion to approve the changes to the Policy and Procedure Manual.

**MOTION CULLER:** I make a motion that we adopt the by-law amendments as submitted by Diana Taylor being numbers 3, 4 and 8 revisions.

3. In the event MCRA employs an Events Planner, the following shall apply:
  - a. The Planner shall, in consultation with the Chair, be responsible for obtaining seminar speakers, presenters or leaders, and coordinating audio/visual aids required for presentation of seminars, and
  - b. The Chair shall act as a consultant to the Events Planner.
4. In the event MCRA does not employ an Events Planner, the Chair shall be responsible for obtaining seminar speakers, presenters or leaders, and coordinating audio/visual aids required for presentation of seminars.
8. The Chair shall be responsible for recruiting volunteers for punching CE cards following seminars and providing instruction on the manner in which to proceed to ensure seminar points and other information

are reflected accurately for corresponding seminars, i.e., the numbers punched on the cards must correspond with the seminars sequentially.

**MOTION SECONDED:** There being no further discussion, President Stewart called for a vote on the motion. Unanimous aye. Motion carried.

### **PRESIDENT ELECT'S REPORT**

President Elect Culler reported the student sponsorship and student adoption forms are complete and included in the Progress. There was brief discussion in regard to the dates and location of the 2008 convention. The Public Relations Committee will present a Deposition and Courtroom Procedure seminar to new attorneys and prosecutors. Joanne Martin will present it to the St. Louis side of the state, and Kathy Foley will handle the Kansas City side of the state. MCRA endorses this effort by the Public Relations Committee. A letter will be drafted from the entire MCRA Board to thank the legislators who supported us in our effort to maintain mandatory certification in the State of Missouri.

### **VICE PRESIDENT'S REPORT**

Vice President Hughes reported that she is looking at luggage tags and tote bags to be sold at the MCRA Store during convention. She will design a cartoon to be put on the outside of the tote bags. The luggage tags will have either an MCRA logo or cartoon

### **SECRETARY'S REPORT**

President Stewart called for a motion to approve Jennifer Johnson for active membership in MCRA.

**MOTION/HARRISON:** I make a motion to approve Jennifer Johnson.

**MOTION SECONDED:** There being no further discussion, President Stewart called for a vote on the motion. Unanimous aye. Motion carried.

### **TREASURER'S REPORT**

Treasurer Harrison presented his Treasurer's report to the Board. He reported that there was:

Checking balance of \$45,978.95  
CD balance of \$57,591.65  
Membership Dues Revenue \$35,655.00

He will send out an E-mail motion at a later date to deposit 10 percent of the checking account balance into the CD which serves as MCRA's war chest.

Treasurer Harrison expressed concern regarding the trend in declining numbers both in membership and attendance at convention. He suggested a survey of the members at convention in order to generate feedback from our membership.

### **IMMEDIATE PAST PRESIDENT'S REPORT**

No report given.

### **REGION I VICE PRESIDENT'S REPORT**

Region I Vice President Olliges reported that Region I had their region meeting at Growler's Pub on July 11, 2007. There were 30 people in attendance. Barbara Burke was elected as the Region I Vice President for 2007-2008. There was also a going away party for Judy Larson. Judy is an instructor in the court reporting program at Meramec Community College. Region I has collected \$960 in assessments from the membership for the 2007 convention.

### **REGION II VICE PRESIDENT'S REPORT**

Region II Vice President Conaway reported that Region II had their region meeting at Kelso's on July 12, 2007. There were 23 people in attendance. Region II Vice President Conaway was elected to serve another term in 2007-2008 as Region II Vice President. She advised the Board that Betsy Gromowsky has not turned over custody of the Region II bank account to her and she does not have access to it.

### **REGION III VICE PRESIDENT'S REPORT**

No report given.

## **REGION IV VICE PRESIDENT'S REPORT**

No report given.

## **REGION V VICE PRESIDENT'S REPORT**

No report given.

## **COMMITTEE AND OTHER REPORTS**

No report given.

## **MEMBERSHIP REPORT**

As of June 30, 2007, MCRA has a total of 507 members. This number includes 398 active members, 10 associate members, 2 general members, 63 retired/honorary members, and 34 students.

## **OLD BUSINESS**

No report given.

## **NEW BUSINESS**

No report given.

## **PRE-CONVENTION BOARD MEETING**

The pre-convention Board meeting will be held at 10:00 a.m. on September 28, 2007, at the Sheraton Westport Plaza Hotel.

## **APPROVAL OF DAY-TO-DAY EXPENSES**

President Stewart called for a motion authorizing the President to pay the day-to-day expenses.

**MOTION/CULLER:** I make a motion we allow the President Sandy Stewart to pay the bills, day-to-day expenses of MCRA until our next Board meeting September 28.

**MCRA SECONDED:** There being no further discussion, President Stewart called for a vote on the motion. Unanimous aye. Motion carried.

### **ADJOURNMENT**

President Stewart called for a motion to adjourn the Board meeting.

**MOTION/HUGHES:** I make a motion to adjourn.

**MOTION SECONDED:** There being no further discussion, President Stewart called for a vote on the motion. Unanimous aye. Motion carried

The July 14, 2007 meeting of the MCRA Board was adjourned at 4:35 p.m.

Respectfully Submitted,

Dawn McTeer, MCRA Secretary