



## **ARSOPHE Executive Committee Meeting Minutes January 22, 2013**

### **Members Present:**

Carrie Poston, President  
Emily Gordon, Vice President  
Dana Smith, Treasurer  
Barbie Brunner, Historian  
Rosemary Alcon – MAL Membership  
LaShonda Norris – President Elect  
Brandi Roberts – MAL Professional Prep  
Misty Paschall – MAL Grants

### **Old Business:**

- The Holiday Project was a big success. A total of \$475 was spent on the project (\$400 from AR SOPHE, \$75 from donations). The kids and teachers were very happy with the presents and snacks. An overview of the 2012 project and pictures can be found at <http://www.arkansassophe.org/Headstart2012.html>.

### **New Business:**

- 2013 Budget: Dana Smith presented the proposed 2013 budget (attached at the end of the minutes). After a discussion, the budget was approved by the Executive Committee.
- There was a brief discussion of the 2013 AR SOPHE Conference that will be held on March 27, 2013 at UCA in Conway. This year, the keynote speaker will be Jerrica Mathis from national SOPHE. She will provide two keynote presentations – one in the morning and one in the afternoon. Lunch will be offered at the conference this year and during two of the concurrent sessions, there will be one student session and two professional sessions. Registration fees were discussed and the EC agreed that \$100 sounded reasonable for registration. Kim Miller, Conference Chair, may call an additional conference call next week to discuss further details.

### **Announcements**

- Carrie reported that Rebecca Newton received the \$500 AR SOPHE Scholarship. AR SOPHE will acknowledge her award at the AR SOPHE Conference in March.

- SOPHE House of Delegates Orientation for Chapter Presidents – Carrie sat in on this webinar in January. Two items that will impact AR SOPHE are:
  - The annual report will now be due at the end of the calendar year.
  - SOPHE is requiring chapters to develop a Policy and Procedure Manual. More information will be forthcoming on this issue.

### **Officer Reports:**

- Vice President – Emily Gordon has been working with Dana to get the application process worked out for CEUs.
- Membership - Rosemary encouraged AR SOPHE Executive Committee members to make sure that their AR SOPHE dues have been paid. If you are unsure when your membership expired, please contact Rosemary at [ralcon@uams.edu](mailto:ralcon@uams.edu).
- Historian - Barbie Brunner reminded everyone to be sure to include Pam Jones in all announcements regarding the Dick Jones Memorial Scholarship and also invite her to the AR SOPHE Conference. Pam did make a \$200 donation to the scholarship fund this year.

### **Next Meeting:**

Next meeting will be at the AR SOPHE Conference on March 27, 2013.

Attachments: 2013 Proposed Budget

Respectfully submitted by Dana Smith, 1/22/2013

**Arkansas SOPHE Proposed Budget 2013**  
**Current Balance January 2013: \$5,189**

**Expenditures:**

Scholarship	500
Website	240
Awards/gifts	100
National Delegate Travel	1,500
Annual P.O. Box	58
Teleconferencing at meetings	150
Service/Holiday Projects	400
Luncheon – Annual Meeting	120
Postage	40
Chapter Affiliation Fee to National SOPHE	<u>100</u>
<b>Total</b>	<b>\$3,208.00</b>

**Estimated Income for 2013**

Conference	2,500
CEUs	500
Membership	<u>200</u>
<b>Total</b>	<b>\$3,200</b>

**Leaves a balance of \$5,181 at the end of the year.**