



## Minutes of TX DCDT Board Meeting

Wednesday, January 22, 2014

In attendance: Debbie Wilkes, Sharon Rutherford, Tom Laign and Carol Huntley

Bulleted items that were discussed:

- Debbie got an email from Cheryl. We can't have refreshments at the membership meeting. Cheryl said that the hotel cannot cater food/drinks for us because there is not enough time for clean-up for the next morning's session.
- Debbie purchased the mini iPad (\$200....?). And she also purchased 500 post-it notes pad. These will be put on our table at the conference and there should be enough for several years. Debbie will email Cindy to find out how to get reimbursed for these items.
- Not one person responded to Debbie's email wanting to be in the drawing for the conference registration/hotel, so there will be no drawing for this.
- Sharon asked if the room for our meeting would be set up. Since it is used at a session prior to our meeting, it will be set up.
- Carol said that she still has not gotten the display board with items to update for the conference. Carol will text Cheryl and find out about these items.
- Carol asked if Debbie could send the most current list of members so that she could contact those that she knows and try to get them to come to the meeting. Debbie will send it out to all members.
- Debbie mentioned that she was at a school district last week and saw someone whose name is on the list and asked her if she was coming to the conference and the person was. But when Debbie asked her if she was coming to the TX DCDT membership meeting, she replied that she was no longer a member of DCDT. And yet her name was on the list as a member.
- Debbie said that at the DCDT table, we need to have a sign-up sheet for everyone to sign who is a member so we can say we are updating our membership list. Sharon said she will have half-sheets for people to fill out and hand back rather than a list. Sharon said we will have the survey on the table as well.

- Debbie changed the time for the TX DCDT Board meeting on Wednesday night, Feb. 26 from 8 pm to 7 pm. We will meet in the dining area. Carol asked if we were ordering food and eating together like we usually do.
- Debbie asked if we could all sign up on the Google Docs spreadsheet that Sharon created for working the booth.
- Sharon said we are all set on what we need to do for the table at the conference. She re-did the flyer and made a separate invitation to the meeting on Feb. 27 at 6:45. She also made a 12 question survey. There will also be extra copies of the flyers on the table. Debbie is making a list of points to discuss with people as to why they would want to join. Debbie to add “we are meeting the needs of the state” and that we will be taking very seriously the results of the survey. Sharon said we are connected to and a part of a national organization. We have access to research journals that is current research. Carol added that we have access to the national DCDT website if we are a member. And that we should go after people who are already CEC members, since for an extra \$20, they get a lot by becoming a member of DCDT. Sharon added also networking and Carol added that as a member they get to go to both regional and national conferences as well as getting the networking.
- Carol asked if we were using a projector and ppt. at the membership meeting. Sharon said she would make a ppt. with information on it that we would be addressing as part of the meeting. Sharon will include list of officers, screen shot of the website, and other agenda items. Sharon asked that Debbie send her the agenda that she would like to be followed. (Welcome [Debbie]; Treasurer’s Report; Minutes [we will tell them they will be posted on the website]; Goals for the coming year; Survey items; Items from the National Conference [Vickie]; Legislative Items; ); Prizes. Sharon said she will create a draft and send it out to everyone.
- Debbie said we could tell the members at the membership meeting that since we had no one express interest in a drawing for registration and hotel for the Texas Transition Conference, we could tell them we could send someone to the national conference. Tom agreed, but said we could do that in the early fall. He thought that it would be attractive to a member to have part of the fee for the national paid. He thought that registration/hotel for the Texas Transition Conference would be something that someone would want, too. The national conference in the fall will be in Cleveland. The group thought that we could make a general announcement that we will be informing membership about drawings in the fall.
- Debbie mentioned that we need to review our by-laws. Sharon said we could do that when we meet face-to-face at our board meeting. Perhaps we need to read them and “flag” things we think need to be addressed.
- We do not have enough people today to approve the December meeting minutes so we will do that at the next board meeting, as well.
- There was no new business. Debbie concluded the meeting saying that we will meet in February.