



Conference Call Meeting: Monday, February 13, 2012 4:10 pm

Type of Meeting: CoADE Executive Board Conference Call Meeting

Meeting Facilitator: Karen Lemke

Officers Present: President Karen Lemke, President-elect Kelly Zepp, Treasurer Jean Olsen,
Secretary Jeanine Lewis

Absent: Vice President Cameron Cooper, Immediate Past President Susan Konantz

1) Spring 2012 CoADE Conference:

CoADE has received no conference proposals online as of yet. Secretary J. Lewis stated she received one proposal from the Colorado Community College System and will forward it to the CoADE Board members.

CoADE has received no sponsorship from vendors for the spring conference as of yet.

CoADE has received the Type A grant for \$500 from NADE to have Dr. Karen Patty-Graham as the keynote speaker.

President K. Lemke presented a list of items her conference committee is working on as well as a tentative schedule of events for the conference.

President K. Lemke and committee are working on a developing a list of hotels for conference attendees.

The Thursday evening "Meet and Greet" dinner will be held at a new restaurant located on the college campus and a student jazz group will be providing entertainment for the evening.

Rooms have been reserved on campus for the conference for breakout sessions and round table discussions. Strands for breakout sessions and round table discussions were discussed. They may include but are not limited to the following: reading, writing, math, learning center/assessment.

It was decided to keep the conference registration fees the same as the past conference:

Full Time Faculty	\$30
Part-time Faculty	\$20
Students	\$15

Conference attendees wishing to become members will be charged the full membership fee at the time of registration payment, membership renewable at the fall conference.

President K. Lemke will develop a registration form using Google doc for online registration. Conference registration payment will be made by cash or check at the door or earlier through the postal mail.

Payment for conference expenses (such as for the food) will be made via CoADE check upon receipt of invoices and expense receipts following the conference.

2) CoADE Fall 2012 Conference Information Flyer

Decision was made to have Vice President C. Cooper develop a flyer announcing and giving information about CoADE's Fall 2012 Conference which will be held at Fort Lewis College in Durango.

3) CoADE Basket for NADE 2012 Silent Auction

Members of CoADE are encouraged to bring items to Orlando for the CoADE Silent Auction Basket. Items may be given to Karen Lemke or Tina Getz to be placed in the basket upon arrival at NADE 2012. Donations are encouraged, however, reimbursement from CoADE is possible for those providing receipts.

4) CoADE Treasurer's Report

CoADE has \$5,784.15 in the checking account.

The missing check from College Board as a sponsor for the Fall 2011 conference has been located. The check was for \$750 and was received at Pikes Peak Community College in July 2011. Treasurer J. Olsen's name was not printed on the check, therefore, the college deposited it into their fiscal account. Treasurer J. Olsen is working on getting payment from PPCC for the CoADE check and placing the payment into the CoADE account.

5) Thank You Received from Ross Barnhart

The CoADE Board received a thank you note from Past Vice President Ross Barnhart expressing his gratitude for receiving the \$250 scholarship to attend NADE 2012 in Orlando.

6) Election of CoADE Treasurer

CoADE Treasurer, Jean Olsen, will be vacating her office following the CoADE 2012 Spring Conference fiscal duties. An email will be sent out to the CoADE members announcing an election of an interim treasurer to be held during the CoADE Spring Conference to complete the present term through Fall 2012 CoADE Conference. It is during the fall conference that regular elections will be held.

The meeting adjourned at 5:00 pm.

Next meeting: March 5, 2012 4:00 pm