



TASSCUBO Executive Committee Minutes August 21, 2018 at 3:00 PM

Attendees

Calvin Jamison, Alicia Currin (Rebecca Pressley), Charlotte Friday (for Bob), Marilyn Fowle', Sue Fuciarelli, Carlos Hernandez, Angie Wright, Eric Algoe

Minutes

Marilyn presented the minutes. Other than a small correction, the minutes were approved.

Treasurer's Report

Angie reported that June began with \$116,711. After summer registrations and sponsorships and stipends made to assistants, the ending balance at the end of June was \$150,000. The end of July ended with \$146,000. Total the conference expenses were \$160,000, with \$156,000 in revenue, netting \$4,000. The cost was less than we spent at the J.W. Marriot last summer. Rebecca offered that we might need to charge a little more for the registration fee as the cost continues to climb. We did have some last minute sponsorships that brought us closer to breakeven. Rebecca reiterated that she wants to make sure we know this conference was very close.

2018 Conference Evaluation

Marilyn reported on evaluations from the summer conference. All of the sessions were well over the 4 score. Comments were very positive for the program, facilities and instructors. One issue was that we needed more time on the committee meetings and problems with being able to hear the committee chairs. Rebecca will look into purchasing microphones

Primary Members

Rebecca report on the October meeting. September 28 cut-off. The room costs are \$135 w/\$5 resort fee. There will be an early cut-off – usually three weeks; however, they require four weeks in advance. There is no parking fee, \$18 for valet. Have made the \$8,000 deposit, another \$16,000 deposit due in September. We've guaranteed 97 nights. Angie will work on the set-up. Primary members' conference fee covers the hotel costs. Rebecca recommends we raise the price a little from last time. Rebecca thinks we are charging around \$450-500 for the summer. Primary member conference could charge the same amount. Carlos suggested having the primary members pay the hotel separately. In February, the Fairmont is \$279 per night. State rate is \$70 less per night. By charging additional as part of the conference fee, then the per night cost is within the state rate. Calvin asked what everyone preferred – the consensus

was to keep it bundled. Angie said we charged \$395 last year. The group recommended charging \$450 for primary members.

Winter Meeting

Need to have some cost information to come up with the conference rate.

Venue

Jan 15th will be the cut-off for the Fairmont. Rebecca recommends setting up by December 1st to get registered on the website. The group recommending just doing a reception Sunday night versus a dinner. Rebecca requested letting her know if there are any special workshops planned for Sunday, otherwise she will just schedule the reception for that day.

Program

Calvin would appreciate some suggestions. He has two sessions on auxiliary and high-performing team. Best practices would be suggested. Eric suggested a discussion about each university's priorities during the session. Everyone is presenting a TRB to the legislature but no one expects to get any more TRB funds

Alicia brought up subjects that are constantly brought up at the Board meeting: Title 9, compliance, Clery, Civil rights, technology, web accessibility, enrollment, international students, student debt, and athletics. Marilyn will check with Valarie if budget wants to do any special workshops.

NACUBO has a new president who Calvin would like to come in to address the group – either winter or summer.

Sue thought these were good ideas – she was also going to go back to look over old sessions to see if there are any good ones from past years that might be worth redoing.

Sponsorships

Normally we do not get sponsorships for primary meetings. Carlos has nothing to report other than renewal notices for sponsorships for winter and summer meetings. He will also work on contacting new sponsors, but wants to make sure there is a balance between the numbers at the winter and summer meetings. Calvin suggested putting something about sponsorships on the website.

Calvin asked Marilyn to update the website for new officers.

Other

Sue requested Carlos send a list of sponsors who might be good speakers. Wondering if we should have the meeting information to be accessed by log-in only? The roster is the problem with people's emails attached which vendors use to contact people. However, the TASSCUBO membership directory also has the specific information.

Asset management committee is an ad hoc committee. They had 22 attendees at the last meeting. Marilyn suggested inviting them back to the EC winter meeting to provide an update. The group agreed to put that on the February agenda.