

**CSAP Spring Conference May 19, 2018**  
Minutes of the Business Meeting

**Attendees:** Michael Kaplan-Immediate Past President, Michelle Dawson-Treasurer, Melodee Owens-Secretary, Kami Rowland-President, Deb Burnett-President Elect, Jacob Gutshall, Commissioner on Communication and Technology, Melissa Joseph-Business Office/Management, Jenn Cherok-Business Office/Management  
CSAP general membership

**Call to order** 4:00 p.m.-Kami Rowland

**Review of Agenda and November 7, 2017 Business Meeting Minutes**-Melodee Owens  
Motion made to approve minutes MayJean Barnes-CO, Second Kim Ward-MS

**Reports**

President Report-Kami Rowland

Reported all commissioners accepted positions: Jacob Gutshall-Commissioner of Communication and Technology, Mary Beth Mason-Commissioner of Issue and Planning, Jeff Adams-Committee Chair on Nominations, Rhea Dyer-Committee Chair on Time and Place, LaBrita Cash-Baskett-Newsletter Editor.

Requested submission of HELP forms for the meeting tomorrow. Will plan phone meeting with Executive Board to discuss submissions for elections. Reported that the MOU was approved and signed for CE credits.

President Elect Report-Debra Burnett

Requested submission for nominations for positions.

Past President-Michael Kaplan

Requested submission of nominations for positions and was encouraging regarding time and professional commitment involved.

Joint Committee meeting with ASHA will be held tomorrow.

Treasurer Report-Michelle Dawson

Gains have been made with investments and incoming revenue expected. \$3,425 raised in Silent Auction. \$610 raised for 50/50 drawing.

Discussed approval of fiscal policy and excess reserve.

**Old Business**-Kami Rowland

1. MOU regarding CSAP Fall and Spring Conference Meetings in Collaboration with ASHA (provision of CEUs)
2. KY offered to provide cost CEU's for the Spring Conference

**New Business**-Kami Rowland

1. Requested applications for CSAP home for 2021 Spring Conference due August 15
2. Nancy McKinley Leadership Award submission request, to be completed online.

3. Requested members to join CSAP Facebook group
4. Requested submission of HELP forms

**Acknowledgments/Recognitions**-Kami Rowland

Recognition of "Last-Timers"

Recognition of Melissa Joseph

Appreciation to EBS for sponsoring CSAP

Appreciation of KY for CE sponsor

Motion made by Lezlie Pearce-Hopper-MT Second, Mary Faella-NJ

**Adjournment 4:19 p.m.**

Minutes respectfully submitted by Melodee Owens, CSAP Secretary May 19, 2018.