

CSAP Spring Conference – May 18, 2019
Minutes of the Business Meeting

Attendees:

- (1) CSAP Kami Rowland-Immediate Past President, Debbie Burnett-President; Amy Rosonet-LeBert-President-Elect; Michelle Dawson-Treasurer; Beth Mckerlie-Secretary, Dawn Klinefelter-Business Office, Diane Yenerall-Business Office
- (2) CSAP general membership

Call to order and Review of Agenda

3:58 pm by Debbie Burnett, President

November 14, 2018 Business Meeting Minutes -

Valerie Brossiest (IL) made a motion to approve the minutes from the November 14, 2018 meeting. Kim Ward (MS) seconded the motion.

Reports

Debbie Burnett - President Report

Debbie has established commissioner and committee chair roles for the following individuals:

Jacob Gutshall (MO) – Commissioner on Communication and Technology

Kelly Kleinhans (KY) – Commissioner on Issues and Planning

Amber Handen (VA) – Chair, Nominations Committee

Sonja Boyd (GA) – Chair, Time and Place Committee

LaBrita Cash-Baskett (GA) – E-Newsletter

Debbie explained the primary roles of the CSAP President which include (1) conference planning, (2) correspondence with ASHA, and (3) maintaining memorandum of understanding with ASHA.

Amy Rosonet-LeBert – President-Elect Report

Amy explained her primary role as President Elect which includes learning from and support of current president. Amy indicated she is in frequent conversation with Debbie to transition into presidency. Amy also discussed she is working on the November conference and is reviewing conference evaluations.

Kami Rowland -Past President, Joint Committee Report

Kami explained the primary role of the Past President which includes conference planning with Debbie. Kami is starting to serve as secretary for the Joint Committee with ASHA and has been in contact with Jeremy Braun regarding this duty. Kami is also working with Amber Handon on elections. Kami reminded members that when the slate of candidates is available, that the president of the state association is the only one to vote. Kami also reminded members to recruit colleagues for leadership within CSAP and state associations.

Michelle Dawson - Treasurer report

Michelle reported CSAP available balance as \$182,585.38. She indicated that there is growth occurring within the Vanguard account and the growth was about \$13,000 in 4 months. Michelle also discussed parameters and details of the proposal of a rubric for CSAP scholarship. A state recipient would be announced for fall conference and then the scholarship would be used at spring conference. Michelle indicated the CSAP membership will discuss the rubric more at the November meeting but in the meantime if members have thoughts or ideas on the topic they can send to Michelle. There was some discussion about how many state associations have membership under 250 and the group determined there is around 10 state associations that fall in this category.

Old Business

At the November 2018 meeting, a new membership category for alumni was approved. LaBreta Cash-Baskett is now the first alumni attendee. Members were encouraged to find alumni members to join and attend future meetings.

New Business

CSAP Fall Conference will be in Orlando, FL and the meeting will be on Wednesday, November 20, 2019, prior to ASHA convention.

CSAP Spring 2020 Conference will be in Cleveland, Ohio.

CSAP needs a home in spring of 2022. Proposals to host the spring conference are to be submitted by August 15, 2019 to the CSAP business office.

Nancy McKinley award nominations are due to the CSAP office by August 15, 2019. This award is presented at the November meeting. Members were encouraged to submit nominations, as there have been years when people have not been nominated for this award.

Acknowledgements/Recognitions/Reminders

Recognition of "Last Timers" at this meeting – there were 5 in attendance today.

Reminders:

1. Submit H.E.L.P. forms
2. Committee pool data forms for 2020
3. New attendee contact information
4. Submission of ASHA CEUs are due June 3, 2019; fill out CSAP evaluation form
5. CEUs will be available for the November 2019 meeting

Adjournment

A motion to adjourn meeting was made at 4:14 pm by Mary Faella-NJ. The motion was seconded by Julie Andrews-LA.

Minutes of the meeting respectfully submitted by Beth McKerlie, CSAP Secretary.