

VATE Executive Board Meeting
Saturday, August 2, 2008
Central Library, Chesterfield County Public Library, Chesterfield, VA

I. Call to order, Adoption of the agenda

Chris Woods officially called the meeting to order at 11:00am. There was a motion to approve the agenda; the motion was passed. The March 1st minutes are approved and will be adopted next meeting after editorial review.

II. Welcome, Introductions, and Recognition of New Board Member-

Members present: Crystal Haskins, Chris Woods, Linda MacCleave, Leila Christenbury, Peggy Gearhart, Chuck Miller, Adria Merritt, Sarah Tanner-Anderson, Kaavonia Hinton-Johnson, Sheila Novak, Hood Frazier, Christina Kempt, Kathryn Geranios.

III.**a. Secretary—Crystal Lassiter**

Minutes from June 7, 2008 Executive Board meeting will be approved via email post August 8, 2008 meeting.

b. Treasurer's Report: Leila Christenbury:

Leila gave her report for the end of the fiscal year 2007-2008. Leila notes that we have expanded our membership. Leila made a motion that the budget for the 2008-2009 fiscal year be identical to the 2007-2008 budget. Carrie Perry seconded the motion. The motion was passed. Leila is still pursuing information concerning the Tax ID number. After confirmation from Brent Fleisher, Leila will readdress the board.

c. Executive Secretary's Report and Conference Coordinator's Report:**Chuck Miller— Constitutional changes, hotel hunt for 2009:**

1. Chuck reviewed the revisions made to the VATE Constitution.
2. Linda Macleave moved the revision for Article 1 be moved; Leila seconded the motion. The motion was passed.
3. Linda MacCleave moved for the revision of Article 2. Leila seconded the motion. The motion was passed.
4. Carrie Perry made a motion for the revision of Article 3. Sarah seconded the motion. The motion was passed.
5. Sarah made a motion that we add article 7; Peggy seconded the motion. The motion was passed.
Linda made a motion that we change article 7 to read as article 8. Leila seconded the motion. The motion was passed.
6. Chuck sent emails and postcards to all members whose membership is due. Christina Kempt needed clarification on VBATE membership templates. Chuck will send that information via email to the board and post it on the affiliate page.
7. Colonial Williamsburg offered rates at the Woodlands Hotel which is on the conference site and the Governor's Inn.
8. Adria made the moved to accept the Woodlands for the 2009 conference site. Kathy seconded the motion. The motion was passed.

- d. President—Elect’s report: Sandra Whitaker**—Sandra was unable to attend; however, she did send a rough draft of the conference schedule. The board will review the conference schedule and make suggestions for revisions prior to the conference.
- e. Past President’s Report: Carrie Perry**— Carrie is working on the slate of nominees for next year’s officers. Carrie asked the board to consider potential nominees for next-years president-elect.
- f. Vice President’s Report: Adria Merritt**—
1. Adria gave a report of vendors for the conference.
 2. Adria was sent emails concerning potential membership to Hampton University, Saint Paul’s College, and Virginia State.
 3. For next year’s conference, Adria gave theme ideas, possible speakers, and conference schedule. Possible speakers included Kathleen Duble, Kelly Gallagher, Latorial Faison, and Kadir Nelson.
- g. District President’s Report: Christina Kempt** envisions VBAT reaching out to new teachers. She wants to increase membership and communication between the board and general members.
- h. Student Affiliate Reports:**
- i. Members-at-Large:**
- i. Elementary: Peggy Gearhart/Anita Gill-Anderson:** Peggy presented new ideas to increase membership at the elementary schools. She continues to contact elementary school principals.
 - ii. Middle: Sheila Novak/Sarah Tanner-Anderson:** Sheila gave an update of the Richard Meade scholarship. There are six completed applications. Upon further review of the applicants, Sheila will notify the winner.
In addition, Sarah distributed a report concerning boosting membership and bringing affiliates together. Sarah developed a flier to go to area principals to spark interests. Conference preparations include working with Jessie Fleisher for decorations, working with Lynn Payne on goody bags, and researching paper, ink, and other prices for the conference programs.
 - iii. Secondary: Kathryn Geranios/Brent Fleisher:**
Brent sent a report to Chris.
Kathryn is working on getting membership. She will speak with area middle and high school teachers.
 - iv. College: KaaVonja Hinton-Johnson/Gena Southall:** KaaVonja did not have a report.
- j. NCTE Liaison: Jan Suppa Friedman:** Jan sent her report via Chris. Jan wanted to congratulate all NCTE award winners.
Carrie made a motion that VATE reimburse the NCTE Secondary luncheon ticket fee for the Virginia High School Teacher of Excellence. Hood seconded the motion. Carrie will submit luncheon receipts to Leila for reimbursement.
- k. VSRA Liaison: Sylvia Babcock:** Chris did not receive a report.
- l. VDOE: Tracy Robertson:** Tracy sent a report via Chris. Tracy mentioned an upcoming award (First Freedom Student Competition).
- m. VCEE Liaison: Hood Frazier:** Potential JMU affiliate- start up money requested. There are currently no nominations for the Diversity Award. There are two proposals for the VCEE sessions. Leila Christenbury, Liz Simmons, and Sarah Tanner- Anderson are on the panel. Goals for this year are to improve recruitment of membership, develop a mission statement, re-visit our goals, and re-examine the brochure.
- n. VETAC Liaison:** Vacant

- o. **SLATE Liaison:** Deborah Carrington was not present.
- p. **NCTE Achievement in Writing Award:** Troy Ketch
- q. **NCTE Promising Young Writers Award:**
- r. **Excellence in Student Literacy Magazine Award:** Chris received no reports.
- s. **Multicultural Liaison:** Mary Davis was not present
- t. **Public Relations Report:** vacant
- u. **Webmaster's Report: Linda MacCleave**— website awards, literary map: Linda has a list for the literary map of authors. She mentioned to the board that if there are any suggestions for the policy manual to please speak with her.
 1. Linda made a motion that the wording of number 4 change for clarification of the responsibility. Carrie seconded the motion. The motion was passed.
 2. Linda made a motion that the board eliminates number 5. Carrie seconded the motion. The motion was passed.
 3. Linda made a motion that number 9 state that the board members are given a list of responsibilities. Carrie seconded the motion. The motion was passed.
 4. Linda made a motion that the secretary not have the responsibility of distributing updated policy manuals. Carrie seconded the motion. The motion was passed.
 5. Linda made a motion to add a 5th responsibility for the *NEEDLE'S EYE* and *VIRGINIA ENGLISH BULLETIN* Editor (s) that consists of the editor providing the webmaster an electronic copy of the newsletter for online posting. The motion was passed.
 6. Linda is going to send out responsibilities to each board member to have an accurate list of expectations.

IV. Standing Committees

- a. **Publications:** Carolyn Mathews: Christina will get in touch with Carolyn to improve communication concerning the *Needle's Eye*.
 - i. *Needle's Eye:* Christina Kempt is requesting information to put in the *Needle's Eye*. Chuck mentioned including conference information to general membership.
 - ii. *Virginia English Bulletin:* Robert Williams: Robert supports Williamsburg for the 2009 conference location.
 - iii. Special: Vacant
- b. **Affiliate Chair:** Vacant--Kaavonia Hinton- Johnson agreed to take the position of affiliate chair for next year.
- c. **Policy and Practice Manual Revisions:** Linda will make revisions as a result of today's discussion.

V. Old Business

- a. **Hood Frazier-** Hood proposed two changes to clarify language for the Diversity Award.

VI. New Business

- a. **Conference 2009 proposed changes**—
Chris mentioned delegating duties for the conferences so all the responsibility does not rest on one person. Chris will create a document detailing these duties, and the board will revisit this discussion in October.

VII. Announcements

- a. There were no announcements.

VIII. Adjournment

The motion to adjourn was made at 3:30pm. The motion was passed.