

MOACAC Summer Retreat 2024

Meeting Minutes

June 11-12, 2024

Cedar Creek Resort & Conference Center

New Haven, MO

- I. **Introduction and Welcome** (Shelley Gerringer) – **President's Report**
 - a. Welcome to retreat
 - b. Introduced new board members
 - c. NACAC NEXT program – Emily Diaz and Emily Sachs will attend NACAC this fall as NEXT participants!
- II. **Past-President's Report** (Teresa Haney)
 - a. Highlights: Mentorship program up and running
- III. **Old Business** – Each committee reported a highlight and a goal from the previous and next years
 - A. **Admission Practices (Kyle Johnson – not present; presented by Shelley Gerringer)**
 - Highlight for 23-24: Offered an admission practices at MOACAC spring conference
 - Goal for 24-25: Offer an event/social to kick off the school year
 - B. **Bus Tour (Anna Whitlow-not present; presented by Mary Giunta)**
 - Highlight for 23-24: 1st out-of-state tour!
 - Goal for 24-25: Send MOUs in the Fall (particularly for lodging)
 - C. **College Fairs (Abby Klinckhardt & Kristin Roop)**
 - Highlight for 23-24: Airtable calendar tool via Strive Scan!
 - Goal for 24-25: Have 90%+ of all sanctioned fairs scanning at their events.
 - D. **Communications (Ebony Sistrunk)**
 - Highlight for 23-24: High open rate and positive feedback on messaging
 - Goal for 24-25: Strengthen social media presence on all platforms
 - E. **Government Relations (Katie Vargas)**
 - Highlight for 23-24: n/a (just on-boarded!); attended MOACAC Legislative Day in Feb. 2024
 - Goal for 24-25: Provide consistent & meaningful state and national level policy updates & opportunities that impact our members
 - F. **Inclusion, Access, and Success (Russell Brannen & Janiece Jones)**
 - Highlight for 23-24: Revised rubric for awarding scholarships
 - Goal for 24-25: Host an IAS event/workshop/conference (Spring '25); develop awarding and tracking system for renewable scholarship
 - G. **International Initiatives (Eric Steere)**
 - Highlight for 23-24: Learning about the amazing international students in our state through the counselors that support them.
 - Goal for 24-25: Interface w/ international initiative chairs from other affiliates and develop long-term IIC plan.
 - H. **Membership (Emily Diaz & Chad Sisk)**
 - Highlight for 23-24: Increased membership by 8 people!
 - Goal for 24-25: Utilize budget to create membership/programming grants for underserved districts.
 - I. **MSCA Liaison/Secondary School Counselor Outreach (Chad Sisk)**
 - Highlight for 23-24:
 - Goal for 24-25:
 - J. **Professional Development (Katy-Jane Johnson & Emily Sachs)**
 - Highlight for 23-24: Successful in person events with both \$0 bid CUBEs
 - Goal for 24-25: Launch new Lunch & Learns

K. Spring Conference (Amanda Henry & Elizabeth Kirby)

- Highlight for 23-24:
 1. Record attendance for joint conference
 2. Successful Bingo social
 3. Survey results on speakers and pre-con were mostly positive
- Goal for 24-25:
 4. Increase in first timer attendance and attendance overall (particularly given venue change)
 5. Break even or profit (increase individual conference sponsorship/vendor revenue)
 6. Continue development of post-con survey to inform future decisions

L. Technology (Nate Jacobs & Philip Layfield)

- Highlight for 23-24: Updating website; learning new tech co-chair positions
- Goal for 24-25: Google NP Workspace; We will be migrating a lot of data so MOACAC houses everything under one account

M. Treasurers (Mary Giunta, Blake Huster, Jill Duncan)

- Highlight for 23-24: Keeping accounts healthy, working with all committees to help facilitate their goals
- Goal for 24-25: Streamlining processes, most effective and facile for membership

N. Executive Assistant (Joann Elliott)

Highlight for 23-24: Keeping things running and all the balls in the air

Goal for 24-25: Continue to evolve into more organization, streamlining, and increasing efficiency primarily through Google NP, assignments of reporting to e-council, and more

IV. Working session

a. Technology

- i. Update from technology chair, Phil Layfield, on using Google NP accounts and migrating files. Every committee will have an email assigned to them. They will forward to the individual's work email if you'd like to set it up. Then, all files from any committee are 'owned' by MOACAC and cannot be deleted!! To move these files, please fully download/upload. Phil will send directions to each board member that will detail how to download/upload files. Files should not be COPIED or shared to the new MOACAC Google NP.

b. Strategic Planning, Goal Setting, and Review of Policies & Procedures Manual

- i. Shelley encouraged everyone to read their respective parts of the strat plan, set goals for their committee accordingly, and review their P&P job descriptions. Then, they were asked to re-visit their original goal for 24-25 and see if anything needed to be amended.

c. E-Council Point of Contact

- i. Shelley explained to the group that we are sub-dividing the various committees under supervision of a specific e-council member. This will allow committee members to have an e-council member with whom they can ask questions, etc. and represent them in e-council meetings.

V. Review of Budget for 2024-25 School Year

- a. Shelley, Blake, and Mary did an overview of the budgets by committee in advance of voting on the budget for the 2024-25 school year.

Day 2

- VI. **Budget Approval** - Shelley and treasurers put up budget for approval. Made a motion to approve the budget and it was accepted. Budget for 24-25 school year was approved.

- VII. **Changes and additions to committee goals** (from previous ones based on work session from yesterday)

- a. Treasurers – Clean things up and make things simpler

- b. Gov Relations – Will add an advocacy corner section of the newsletter and create a member survey to get feedback on important issues to bring to JC. Looking for state level or other groups to attend an advocacy conference
- c. College Fairs – Updates to website and working on Air Table; will be updating information on website for site hosts to have. Work with membership on creating rural initiatives
- d. Membership – Asked for increase in budget for rural areas, CAC, and other groups that would create more inclusivity.
- e. Secondary School Outreach – Checking to see if we can do a pre-conference session at MSCA
- f. Technology – Continue migrating to Google NP. Will create training documents for next chair
- g. IES – Want to clean up data in Historical Data; also want to leave direction for next chairs since both chairs roll off this spring. Work on rubric for renewable scholarship
- h. Professional Development – Will drop CCI in favor of virtual “Lunch & Learn” series. First one will be geared toward 1st year HS counselors. May partner with MOCAN on financial aid information. Will survey to get feedback from attendees.
- i. Conference – Increase first-timer attendance and attendance overall. Need to create a theme for this year.
- j. President-Elect – Will look into SLATE, what does endowment for grants look like, response times for emails, etc.
- k. Past-President – Support Shelley and Kelli in any way they need, will look into revising bylaws, will spearhead e-council and nominations for awards, etc.
- l. President – Need to launch survey to membership for Strategic Planning and create data to create a new strat plan for 2026-2031.
- m. Communications – no changes from previous plans
- n. International Initiatives – Develop beyond single scholarship awarded annually. Would like to develop a contact list of MOACAC member universities who have international reps. (Even if the intl rep is not a member).

VIII. Olympic Awards!

IX. Guest Speaker Jeff Koziatek

X. Adjourned Meeting at 11:00am

/je 06.12.2024