

South Carolina Association of Volunteer Administrators
SCAVA BOARD MEETING
MINUTES
March 11, 2005

The SCAVA Board Meeting Committee meeting was held at 10:10 am on Friday, March 11, 2005 at Midlands Center, Columbia, South Carolina.

Present:

| | | |
|----------------|------------------|--------------|
| Kathryn Barton | Joyce Philbeck | Cheryl Stone |
| Aniste' Gass | Jennifer Shurley | |
| Tammy Hill | Craig Sproul | |
| Robin McCartha | Ada Lou Steirer | |
| Joan Perry | Vince Stemple | |

Call to Order (Tammy Hill)

- Tammy called the meeting to order and thanked everyone for attending as she officiated her first board meeting. Board members were also introduced.

Approval of the Board Meeting Minutes

- The Minutes from the January 26, 2005 Joint Board of Director's Meeting were approved with two changes.

Officer's Reports

- President (Tammy Hill)
 - Read a card from Gail Marion thanking SCAVA for the scholarship she received.
 - Shared results of Winter Conference evaluations. Overall good evaluations. Thirty- seven new people attended the conference.
 - Board Agreements to be signed by Robin McCartha and Joan Perry.
- Vice President Education (Craig Sproul)
 - Presented information regarding conference facilities in Hilton Head. Will meet with representatives to discuss hotel rates.
 - Annual Governor's Volunteer Awards packet given to committee members. Recommendations should be mailed to Craig by March 31, 2005 (midnight). Information is available on the website. Awards Ceremony will be Friday, April 22, 10 am at the State Capital Building. Other options to be considered if the group is too large. Other ideas discussed for Volunteer Awards.
 - Discussion of By-Laws changes related to Position Descriptions.

- Vice President Membership (Vince Stemple)
 - Discussed new membership packet
 - Information on starting new affiliates
 - Affiliate president's luncheon to provide information about SCAVA, direction for affiliates and have SCAVA Board pay for luncheon. Will discuss in May's meeting.
 - A motion was made that we offer institutional membership of \$100.00 for up to five people in an agency. The motion was approved.
 - New affiliate plan needs to be approved. Membership committee will discuss further and revise as needed.
 - Amount of dues need to be added to the renewal form.
 - VP pf membership will send renewal forms to affilliates.

- Vice President of professional Development (Eleanor Whitehead)
 - Submitted proposal for Board Development. To be discussed at May's meeting.

- Vice President Public Affairs (Robin McCartha)
 - New board list needs to be sent to Tom to update Website.
 - Stationary needed with matching note cards.

- Secretary (Aniste' Gass)
 - Affilliates reports will be sent to Vince Stemple. No longer needed at each meeting.

Treasurer (Cheryl Stone)

- Report provided (Profit & Loss and Balance Sheet)
- Current status of Funds
- Checking \$15667.55
- American Express \$19566.11
- Robin Burns Scholarship Fund \$1678.87
- Total Assets \$36071.13
- The Financial Report was approved without further discussion.
- New 2005 computer program for treasurer will have to be purchased.
- SCAVA approved for membership into the Liberty Mutual Insurance family. Info to be placed in newsletter.

Strom Thurmond Institute (Ada Lou Steirer)

- Board member ribbons need replenishment

Affiliate Report (MASCAVA)

- Planning half day training. Needs endorsement for SCAVA CEUs.

New Business

- Looked over position descriptions and tabled for the next meeting.
- Tabled policies for the next meeting.

The next meeting is Friday, May 6, 2005 at 10 am at Midlands Center.

Adjournment - they're being no further business, the meeting adjourned at 12:20 pm.

Respectfully Submitted,

Aniste' Gass
Secretary