

AHSA Institute Committee Meeting

November 15, 2017

Minutes

The meeting was called to order at 10:16 am by James Heritage.

In attendance was Jackie Govan, Carol Lee, Sara Wilhite, James Heritage, Pam Draper, Dorothy Jenkins, Amy Howard, and Deana Howell.

There was not a quorum for the meeting.

James asked for a consideration of the agenda. No new items were added.

Jackie Govan shared that beginning in 2019, Regional Conferences would be held in Dallas, Texas to increase participation by the Dallas Regional Office. The hosting duties would still rotate between the five states.

Jackie shared an overview of the budget from the institute. Net income was \$62,606.12. In January, Region VI will be presented with a check for \$36,333.06 which includes the \$5,000.00 Seed Money. They will also be given \$606 for the Dollar per Child Campaign.

Jackie has had an initial meeting with AECA to discuss collaborating with them on the institute. Jackie asked the committee for ideas on what the partnership should look like.

The committee suggested the following:

- Keep our brand
- Generate income
- Head Start track
- Making sure Head Start doesn't get put on back burner
- Don't want to lose Head Start specific topics.
- Split revenue

Jackie provided an overview of the institute evaluations: 75 were received through PDR and 28 from the institute. Overall evaluations were excellent. Jon Walker received extremely high ratings.

The committee discussed how to improve future institutes:

- Registration-improving presenter registration
- Exhibits-more detailed information on the ribbon cutting
- Publicity-getting information out sooner
- Equipment-increasing the equipment committee

Jackie announced that Stuart Sackett with Playgrounds, Etc. was providing lunch.

James adjourned the meeting at 11:00 am.

