

Winter Executive Committee Board Meeting

February 6, 2006, Orlando, Florida

RESEARCH CENTER ADMINISTRATORS SOCIETY EXECUTIVE COMMITTEE MEETING

February 5, 2006

Wyndham Hotel and Resort

Orlando, FL

The Executive Committee of the Research Center Administrators Society held their winter 2006 meeting at the Wyndham Hotel and Resort in Orlando, FL on February 5, 2006. Members representing their respective state were: Pete Schultz (VA), Paul Nyren (ND), John Hodges (TN), Ray Cartee (UT), Findlay Pate (FL), Bill Peterson (KY), Lyle Paul (IL), Lyle Lomas (KS), George Grenade (GA), Debbie Robertson (NC), Sandy Maddox (NC), Merritt Taylor (OK), Rob Ellis (TN), Allen Nipper (LA), Jim Beaty (IN), Fred Swanson (CA), Fred Perry (CA), Joe Street (MS), Larry Earnest (AR), and Don Hubbell (AR). Officers present were Robert Dunker (IL), President; Randall Rawls (AL), Vice President; Denny Thompson (NC), Executive Treasurer; Paul Sebesta (TX), Communications Officer, and Mike Phillips (AR), secretary.

Robert Dunker called the meeting to order at 1:30 PM where a state roll call was conducted. Randall Rawls handed out the agenda for the meeting and expressed appreciation to Findlay Pate for handling all local arrangements. Denny Thompson indicated that he along with Mike Phillips had made some arrangements for the spouses tour for Tuesday.

Minutes from the Executive Committee meeting held on September 25, 2005 in Nashville, TN were reviewed and approved. Motion for acceptance was made by George Grenade and seconded by Pete Schultz. Membership approval was by voice vote.

COMMITTEE REPORTS:

Financial Statement was presented by Denny Thompson (handout):

A motion was made by Paul Sebesta and seconded by Allen Nipper to accept the financial report as presented. Membership approval was by voice vote.

Finance Committee Report was presented by Allen Nipper (handout):

The executive committee discussed the CD's of the society and the Finance Committee will be looking into staggering the maturity of CD's so that they will mature on a six-month interval. One CD (\$3,000) will mature in March, 2006. The committee will also check into the feasibility of using credit cards for registration. Allen mentioned that extra money is generally required for a setup fee and execution of card use and that the possibility exists for a university conference group to pick this up for us, but we (RCAS) will likely incur an added cost for registering with a credit card. These items will be reported on at the fall board meeting in Parsons' KS. The report was accepted as presented.

Membership Committee Report by Pete Schultz:

Pete reported that they are working on a Florida connection with the Center Director at Bradenton. They are also pursuing the use of our website for reaching new members. The report was accepted as presented.

Proceedings Committee Report by Debbie Robertson:

Debbie indicated that they are working on the 2005 proceedings. Dennis Onks, while absent at the meeting, had sent word by John Hodges to have electronic versions of the presentations to Randall Rawls. Sandy Maddox mentioned that they needed a count for printing purposes. It was decided that 5 printed copies per state would be printed plus some in CD format. The report was accepted as presented.

Awards Committee Report by John Hodges and Ray Cartee:

The recommendation was forwarded to the Executive Committee that Dr. Dave Langston be awarded the Distinguished Service Award. The report was accepted as presented.

Meeting Site Selection Committee by Allen Nipper (handout):

Allen Nipper handed out the report to indicate that sites have been determined through the summer, 2008 meeting. These sites are Parsons, KS in the summer of 2006; McAllen, TX in the winter of 2007; Georgia in the fall of 2007; Dallas, TX in the winter of 2008; and Utah in the summer of 2008. Local arrangements contacts for these meetings were presented in the handout. The report was accepted as presented.

Nominations Committee Report by Paul Sebesta:

Paul presented the following as officers for 2006:

Randall Rawls, President

Mike Phillips, Vice President

Ray Cartee, Secretary

The floor will be open to nominations at the business meeting on Tuesday, February 7, 2006. The report was accepted as presented.

Website committee Report by Paul Sebesta:

It was stated that the RCAS site can't be found through Google and that a hyperlink was needed for email addresses. The email addresses will be used by 'members only' for sensitive documents. Pictures will also be routinely placed onto the website. The following questions were asked: "How do we establish membership from the website?" and "What names should be included on the list serve?" A list serve will cost an additional \$500 in order to have a working email list. It was stated that we need the ability to send information to members through emails and the list serve needs to be compatible with web browsers. Paul will report back on these issues in the fall meeting.

Local Tour and Arrangements by Findlay Pate:

The Monday tour was outlined which will include a dairy stop, a tour of Adams Ranch, and dinner at the ranch. Denny outlined the spouses tour.

Business:

Report of tax exempt package – Robert Dunker

Robert Dunker stated that everything has been approved for the tax package and we have one year of budget completed. The tax package has been presented to the finance committee and to the IRS.

Dues designations and bylaws revisions – Robert Dunker

Robert indicated that we need to address the dues issue for reimbursement purposes (see handout) and "Dues for SAAS." Robert appointed John Hodges to determine if the by-laws addresses the issue of voting electronically, what constitutes a quorum, what constitutes a 2/3 majority, and is electronic voting feasible. In terms of the membership issue, Pete Schultz indicated that the website needs to have a state directory separate from membership.

RCAS Historian

Brent Westermann has indicated an interest in being the historian for RCAS. John Hodges made a motion that Brent Westermann be appointed RCAS historian by the Executive Committee until further notice. Paul Sebesta seconded the motion. The motion was approved by voice vote.

Fall 2006 meeting – Lyle Lomas

Lyle Lomas indicated that the fall meeting will be held at Parsons, KS on September 24-26 with the Executive Committee meeting on Sunday afternoon. The tour will be on September 25-26. The Best Western Parsons Inn will be the host hotel and rooms are available for September 23-26 at a rate of \$63/night. Airports to consider flying into for the meeting are Tulsa, Kansas City,

Springfield, Wichita, and Joplin. The tour will include stops at the SE and SW Centers of Kansas State University as well as their Pecan Experimental Field, the Heritage Feeders, Joplin Regional Stockyards, Freshest Moments, etc.

Winter 2007 meeting – Paul Sebesta

Paul indicated that the original site for the winter meeting was McAllen, TX. He is checking into rates for South Padre Island and tour stops to include the Weslaco ARS facility, a Border Patrol facility, a sugar processing mill, etc. Several dates in February, 2007 are being considered.

Other Business

Denny Thompson indicated that some minimal charges could be incurred at the meeting (Orlando, 2006) for the spouses such as touring the Titanic Exhibit, van rental, and lunch. John Hodges made a motion that the society should cover associated expenses for the spouses from their registration fees and Randall Rawls seconded the motion. The motion was approved by voice vote.

No other business was discussed and a motion was made by John Hodges and seconded by Paul Sebesta to adjourn. President Dunker adjourned the meeting at 4:15 P.M.

Recorded by J. Mike Phillips, Secretary
February 5, 2006