

PARENTS ASSOCIATION BOARD MEETING MINUTES - April 12, 2008

In attendance: Keith Kaniut (President), Bob Clark (B-Section VP), Joyce Hendrick (A-Section Rep), Sue Rieger (Secretary), Ken Walker (At Large Rep), Ralph Gruss (Honorary Lifetime Member), Judi Zaplatynsky (Blackboard Coordinator - via teleconference) and Debby Peavyhouse

**Old Business:** We received approval from the University to sell T-shirts and polo shirts with similar sayings to those used by the university in their advertising campaign. Keith sent out e-mails for volunteers to work on slogans and received no response.

We reduced the price of the Gold Cards to \$2.00 (cost) to try and sell the remaining ones, (since they are only good until July 2008). Unfortunately we have not sold any since the last Family Day.

We are still making progress with our Blackboard capabilities. Currently, all board members are registered users with login names and passwords. Our goal is to eventually have all parents as registered users and use this web application to discuss important issues, answer questions, and to allow remote participation by web conference at board meetings.

The treasurer's report was not available in the minutes of the January 12, 2008 meeting. A review of the budget was that we currently have \$3,700 in the budget. Keith received the report after the meeting and will ensure it is inserted and republished on the web site.

Activity since January: 145 Gold cards sold; 530 cards remaining; 17 t-shirts remaining;

**Bylaws:** Ralph suggested that our bylaws needed to be updated to include the multiple VP's and section reps. Keith will make the proposed changes and then distribute them for review and approval by the Board. [The bylaws are in the Discussion Forum in Blackboard.]

**New Business:** We discussed the Prep for Success events and particularly the Parents Forum. The university changed the name to "University Panel" and do not wish for an Association representative to sit on the panel. However, they did request that a representative attend the panels so the Association can introduce itself and answer any question that pertains to our areas of expertise. This new format was acceptable to all those who volunteered and attended the recent events.

Our major concern related to the Prep for Success events was that our table in the Rec Center had no handouts or other useful information for parents. We had nothing available to draw people to our table. We talked about having the "Parents Handbooks", our website page and possible "attention getters!" such as an Association business card or refrigerator magnet. We unanimously agreed on the fridge magnet with our website listed on it. Keith has graciously designed one for us with the saying "Because parents have questions too" and our website. He was able to locate a place online where we can get 1,000 magnets for \$149.

We also discussed adding a new item to both the web site and the Blackboard forum: Titled "Important Information for Prospective Parents", this document would contain information from the parent's perspective on several topics that can be lost in the clutter with all the information normally received for freshman orientation.

Also, we discussed having a possible "Guest" log on to Blackboard but the university won't support a "Guest" logon because it doesn't want anonymous users. Someone suggested as an alternative that we automatically sign up new parents with a Blackboard logon when they give us their email addresses during Orientation or Family Day.

Going forward we decided to offer a Blackboard logon to all new parents who provide their email address.

Some of the board members still need name tags. Keith made a list and will send it to Debra Stewart.

We talked about doing away with the Parent Line mail out because it was so costly. (This is one of the larger costs in our annual budget.) Further discussion is needed with the university on this.

We liked the refrigerator magnet with our web site idea so much that we wanted to have them included with the Freshman Orientation packet. It could also be handed out at the orientations and Prep for Success events.

**Information for Prospective Parents:** We came up with the following categories to address in this new web site document:

- "What's so great about Kettering?"
- A versus B Sections
- Important Dates
- FAFSA
- Student/Parent Loans
- Housing
- Security (on and off campus)
- Student information release form
- Health/Medical insurance coverage
- Co-Op
- Computers
- Vacations
- Banking
- Social life
- Transportation
- FAQ section

Keith volunteered to generate a draft document with some preliminary information to "prime the pumps" so the other board members can add their own information. The document was distributed by email and via the Blackboard Discussion Forums on 4/15/2008 for review by all board members.

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**Blackboard:** Also, there is a section on sayings for the t-shirts. Judi is going to implement a link to an archive for old minutes (2004 and older). The board decided we didn't need to continue to list the older meeting minutes (more than 3 years old) but could put them in an Archive where you could still find them for research but they wouldn't clutter up the web site (Spring cleaning time!)

**Upcoming Important Dates:**

07/10/08 - A-Section Orientation (Keith, Sue, Joyce) [always need volunteers]

07/10/08 - Board Meeting at 1:00 p.m.

08/02/08 - A-Section Family Day (tentative)

08/09/08 - Discover Kettering

10/02/08 - B-Section Orientation

11/01/08 - B-Section Family Day (tentative)

11/08/08 - Discover Kettering

Meeting adjourned.