

ACLCP Executive Committee Meeting Minutes

Sept. 16, 2022, at 9 a.m. via Zoom

In attendance: Maureen Bentz, Eric Delozier, Scott Denlinger, Sarah Penniman, Martha Stevenson, Jennifer Strain, Steph Thompson

Budget

Scott reported approximate balances of \$55,890 in savings and \$9,780 in checking.

The group reviewed the expectation that ACLCP will again charge annual dues in the upcoming fiscal year. The Deans and Directors will explore dues options during their fall meeting.

Scott will provide an expense breakdown for the last few years in advance of the next Executive Committee meeting. Would we want to spend down the organization's savings strategically? The group agreed that it would be helpful to see the landscape of the past as well as ideas for the future.

The organization's Zoom license costs \$700 annually.

Scott completed the decennial filing to the state for \$70. He'll update the tip sheet to reflect that duty.

Administrative Assistant

Lisa still has the physical "things" attached to the Administrative Assistant role. Martha will pursue, and either Martha or Jen will schedule a pickup. Eventually, the physical materials might move on a regular basis and reside temporarily with the library hosting each conference.

Fall Conference

David Runyon is willing to host at Harrisburg University. Jen proposed Oct. 26, Oct. 28, and Nov. 2 as possible conference dates. The Programs Committee is open to trying other dates as well. Jen is working with David to coordinate parking, catering, and spaces for smaller breakout discussions in/near the conference lecture hall.

The Programs Committee is considering a hybrid model for the conference.

A PASSHE digital summit already falls on Nov. 2.

SIGs

Josephine is collecting feedback from the SIG chairs about potential renaming and regrouping.

Miscellaneous

At their fall meeting, the Deans and Directors should address the need for more schools to volunteer to host future ACLCP conferences. Harrisburg and Kutztown have volunteered to date.

Respectfully submitted, Sarah Penniman, Secretary