

**MACAE BOARD OF DIRECTOR'S MEETING**  
**Thursday, September 11, 1-3:15 p.m.**  
**Okemos Central Elementary**  
**4406 Okemos Road, MI 48864**  
**Ph: 517-927-6337**

	<u>Est. Time</u>
1. Call to Order and Establish a Quorum	1:00 p.m.
2. Additions to the Agenda	1:01
3. Executive Report (President's/Executive Director's Summary of Activities and Issues)	1:05
4. Treasurer's Report	1:15
A. Review August Budget Report	
B. Membership Status	
5. Consent Agenda:	1:25
A. August Meeting Minutes	
B. Executive Report	
C. Treasurer's Budget Report	
6. ACTION ITEMS:	
A. Sign Board Letter to Legislature regarding Sect. 107 Allocation for Corrections	1:30
B. Sign Board Responsibilities Agreement	
C. Sign Board/Employee Conflict of Interest Agreement	
D. Collect Outstanding Board Information Sheets & Photos	
7. Discussion Items:	
A. Board Retreat Survey Packets, September 26	1:40
B. Golf Outing, September 26	1:45
C. Fall Conference (Karyn Goven, Conference Chair), October 22-24	1:55
D. MACAE Call for Award Nominations	
E. MAACE Meeting and Involvement in other Associations	
F. Membership Survey	
8. Committee Reports	
A. Membership, Responsibilities & Meeting Dates	
a. Operations Chair: Bob Steeh	2:05
b. Finance Chair: Paul Hoppa	2:10
c. Membership Services & Benefits Chair: Julie Menassaka	2:15
d. Professional Training & Development	
Co-Chairs: Karyn Goven & John Zappala	2:20
e. Government Affairs Chair: Rich Klemm	2:25
9. Partnering Agencies & Organizations Reports	
A. Guest Organization: NCEA, Doug Wood	2:30
B. MAEO, Gary Diehl	2:45
C. Literacy Council, Chris Van Heel	2:50
10. Board Comments	2:55
11. Adjourn	3:00
12. Brief Committee Breakouts to Organize	3:01-3:15 pm

\*\*Board members are encouraged to stay afterwards and have a brief meeting with their Committee Chair to discuss meeting dates and priority items for first teleconference meeting.

**Next Board Meetings Reminder:**  
**Board Strategic Planning Session: September 26, 8:30-12 pm,**  
**Hawk Hollow Golf Complex, Bath, MI**

**Monthly Board Meeting: October 9, 2008, 1:00 p.m.–3:00 p.m., Location to be announced.**