

Presidents' Round Table Executive Committee Meeting

March 26, 2020, 2:00 – 3:00pm CST

Minutes

Present: Dr. Walt Tobin; Dr. Annette Parker; Dr. Charlene Dukes; Dr. Marshall Washington; Dr. Sharon Blackman; Dr. Ricky Shabazz; Leslie Johnson **Not Present:** Dara Rudick

I. Meeting started at 2:20 PM

II. MHQ Update-

We have begun the transition documents and processes. Dr. Dukes and Dr. Washington will be points of contact for the transition until someone is named. Discussion about current paid vs non-paid members, comparing list of Dr. Beatty. **Dr. Parker to re-send Leslie the Dr. Beatty list. Leslie to send Dr. Dukes the consensus vote from the Doodle poll in regard to early April meeting date by 3/27/20 morning.**

III. Finances: Dr. Tobin

Recap of monthly financials (sent to Executive Committee with agenda)

Discuss where to allocate the \$500 assessment from a recent membership payment.

Proposed budget sent out for upcoming year; needs to be approved.

Dr. Tobin would like to establish a Finance Committee

To consider moving forward: placing some of the funds from the checking account into a CD or other account to earn interest.

Motion moved and seconded to establish a finance committee. No Discussion. Unanimous approval vote. **Dr. Tobin will send the budget email & re-discuss on 3/27/20 call.**

IV. Committee Updates:

- Membership: Only 15 have voted so far. Susan will send a follow up email from Dr. Parker's email with a link/reminder. Deadline for voting can be extended until April 3rd. Motion by Dr. Washington, Dr. Parker seconded. Discussion by Dr. Blackman-is April 3rd enough time? Amendment to motion by Dr. Blackman: ballots will be send out email reminder the week of April 6th and with a new deadline by April 10th. Approved. **Dr. Parker will update Susan accordingly.**
- Lakin: Brochures are now printed; will be distributed to the mailing list. Next meeting will be on 3/30/20 with other institutes. Updates made to application. **Regarding all events, there is a need to investigate the contract re: cancellation options in the wake of Covid-19.**
- MOCSLI: Dr. Shabazz to connect with Dr. Blackman. Researching service-learning projects in the area.

V. Other Business

- Website: Received mock-ups & requested to make updates to not forget our heritage and Ms. Spells will be providing additional updated mockups within a week or so. Need to ensure all certificates and site ownership belongs to PRT. Dr. Tobin will be working on creating content.
- Newsletter: Newsletter is ready to go; need to determine how to send out. (Constant Contact distribution list, or forwarding the email).
- **Dr. Dukes will send out an email to set up a meeting with MHQ regarding the next transition piece.** New point of contact should be assigned by Monday 3/30.

VI. Dr. Dukes adjourned the meeting at 3:20 pm CST.

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