NMLSTA Board of Directors Meeting - Minutes
June 2, 2024
1:00-2:00 p.m. (Eastern Time)

I. Call to Order by Anne Schoeffler
   Motion to accept meeting agenda.
   Moved by: Suzanne Cunningham
   Second by: Alison Seymour
   Action: Accepted

II. Roll Call

<table>
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<tr>
<th>Board Member</th>
<th>Present</th>
<th>Board Member</th>
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<th>Board Member</th>
<th>Present</th>
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<tr>
<td>Anne Farley Schoeffler</td>
<td>X</td>
<td>David Amidon</td>
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<td>Mary Lou Lipscomb</td>
<td>X</td>
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<td>Kristin Sota</td>
<td>X</td>
<td>Allison (Allie) Bogart</td>
<td>X</td>
<td>Michelle Laborn</td>
<td>X</td>
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<td>Lori Chen</td>
<td>X</td>
<td>Kathy Brooks</td>
<td>X</td>
<td>Corinne Nelson (NSTA)</td>
<td>X</td>
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<td>Suzanne Cunningham</td>
<td>X</td>
<td>David Curry</td>
<td>X</td>
<td>Alison Seymour</td>
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<td>Jodie Harnden</td>
<td>X</td>
<td>Carrie Jones</td>
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<td>Vicky Shea</td>
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<td>Peter Kelly</td>
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III. Review/Approval of Minutes from March 21, 2024 meeting.
   Moved by: Lori Chen
   Seconded by: Mary Lou Liscobm
   Action: Accepted

Review/Approval of Minutes from April 21, 2024 meeting.
   Moved by: Mary Lou Liscobm with the amended changes so designated.
   Seconded by: Alison Seymour
   Action: Accepted

IV. Old Business
   A. 2024-2025 Election Update
      Welcome to our new, re-elected, and appointed board members!
      Kathy Brooks has been appointed to the board to complete Carrie Jones’ current term, and
      she will serve as a liaison to the Middle Level Teaching committee.

   B. Webinars for the next academic year: We have started a list and will begin to work on it in
      July. One presenter is confirmed, and five more will be contacted. If anyone knows of
      possible presenters, please email Anne and Mary Lou.

   C. Review of NMLSTA shared drive – Anne
      1. Anne is the current administrator of the shared drive. She asks all the board to visit
         the drive and note the various contents listed.
2. The NMLSTA Team drive contains many folders. Mary Lou stated that the names listed after the folders are those who set them up.

3. One question that came up was should old folders (email lists of those attending Meet Me in the Middle at NSTA in 2012, for example) be deleted.

V. Standing Committee Reports (alphabetical order)

A. AOA (Kristin) No report.

B. Awards (Anne)
   1. Hurd Award: the recipient was unable to attend NSTA in Denver. The school board presented her with the award and her students spoke about their teacher at this event.
   2. Spring Classroom Teacher Award: We received only one application for the spring teaching award. The recipient is Brian Marrero Sanchez who is from Puerto Rico. The project was entitled, ‘Exploring Kinetics with Sphero’.
   3. Anne discussed the responsibilities of the chair for this committee. Oversee three awards: Hurd Award, Fall and Spring teacher awards. Generate posters of awardees for our website and NSTA meetings. Oversee applications and work with committee members to select winners (HURD Award). Communicate with FOSS (Hurd Award sponsor) about recipient.

C. Conferences & Webinars (Mary Lou)
   1. The NSTA 2025 conference will be in Philadelphia March 26 to 29. Since the Houston event, a new format has been used for setting up Share-a-Thons and Meet and Greet sessions. Mary Lou is awaiting word from NSTA about how it will be organized.
   2. Regarding webinars Mary Lou requests someone step up to host these events. In the past, Anne has set up webinars. Mary Lou will contact four or five interested presenters in July. Another board member might assist with webinars by communicating with presenters and posting presenter bios to our website. Mary Lou uses a form letter to obtain this information.

D. Early Career Teacher Network (Kristin)
   1. Kathy Brooks did not know who was on the list of signups. Lori stated there will be a committee meeting, and an email was sent out to committee members

E. Membership (Alison)
   1. Alison has yet to receive the electronic membership information from Elizabeth. So far, she has not been able to access the NSTA-NMLSTA membership email file. Anne will call Elizabeth from state-side. Renewal emails for lapsed memberships are automatically sent out.
2. Kathy Brooks, as a past head of this committee stated she still has access to the NSTA files from her old email. She will forward her password information for Alison to access these files.

F. Middle Level Teaching (Kathy Brooks)
   1. The committee met in May. Since the Denver conference the resource list has been updated. This set up was presented to the NSTA board of directors. The resource list has been presented at the Sher-A-Thon and the NMLSTA poster session. Everyone who filled out the surveys sent last January and February received a personal email containing links to this reference list and thanking them for their input. These reference links are posted on the NSTA middle level list serve.
   2. Lori requested the link to be posted on the NMLSTA members only section of the NMLSTA website.

G. State Affiliates Networking (Alison)
   1. Alison has sent out information about webinars to state affiliations. At the end of the summer, she will be reaching out to other states and groups.

H. Treasurer (Jodie)
   1. The treasurer’s report will be posted on the drive. Currently, we have $1,665 in our checking account, $15,650 in our money market fund, and $23,471 in a CD. We can pay our bills, but our income is less than the current yearly bills we have.
   2. A committee needs to be set up to review the current budget and make plans for 2025. Lori will be a member of this committee.

I. Technology and Communication (Lori/Peter)
   1. Lori is seeking support to update ongoing tasks on Wild Apricot and our website. As this is her last year she would like to teach others about Wild Apricot.
   2. Regarding Facebook, Alison oversees these posts, and over 90% of them are hers. Anyone may post information on our Facebook site, Alison just reviews and approves the posts.

J. Idea of the Month (Peter)
   1. Peter requested we sign up for the remaining months of 2024.
   3. Anne will contact the fall classroom awardee about presenting the December Idea of the Month.

VI. New Business

A. Audit Committee
   1. The audit committee is made up of the executive board and the treasurer. This committee will meet this summer.
B. Standing & active committees - Gauge interest and determine chairs of the standard and active committees. She will be sending individual emails to board members regarding the committees they would like to be a member of and/or chair. Anne set up break out rooms for these various committees:
   a. Awards (Anne Schoeffler)
   b. Communications
   c. Conference (Mary Lou Liscomb)
   d. Membership (Alison Seymour)
   e. Technology (Lori Chen)
   f. Early Career Teacher Network (Kathy Brooks)

VII. For the good of the order/Announcements
   Lori and her husband will be going on a cruise to Antarctica as part of a science expedition on a Viking science vessel. Anyone interested in pictures or information for their classroom use please contact her.

Adjournment
   Motion to adjourn the Board of Directors meeting.
   Next meeting will be July 7, 2024, at 1:00 PM Eastern Time,
   Motion by:
   Second by:
   Action: