

## GaTA Train the Trainer

Friday, October 16, 2015

Abraham Baldwin Agricultural College- Tifton, GA

Business Meeting Minutes- 10:00-11:00 am

1. Meeting began around 10:15 am
2. Welcome from Mary to start the meeting
  - a. Where we are, where we're going and what we're doing
  - b. Mary thanked Rebecca Cofer for hosting
  - c. Went over who in the room was in attendance at the 2012 and 2011 conference
  - d. Officers then introduced- they were elected at the reorganization meeting in March
3. Let group have copy of the 2012 and 2015 meeting minutes
  - a. Jeannie R. turned the unofficial notes in to minutes
  - b. Mary stated our goal for this year was to increase communication and involvement- the distribution of these minutes will help with that
4. Mary gave a brief history of GaTA and the mission of GaTA
  - a. Started in 2000 by two UGA admins.
  - b. First meeting was either in 2000 or 2001- Train the Trainer at KSU
  - c. 2003 or 2004- Annual conference was held at Macon every year- held in February
    - i. Conference was held from 2003 to 2012
  - d. After 2012 conference- the next year's conference was delayed and then cancelled
    - i. GaTA stopped existing
  - e. Fall of last year- Alan was treasurer and about to retire- had a GaTA account with money in it
  - f. How can GaTA be revitalized?
    - i. GPC Conference became a joint conference with GaTA- no cost and free lunch
    - ii. Reorganization meeting held at this conference
5. What did we do since the reorganization meeting?
  - a. Mailing list was created- more up to date
  - b. New logo designed by Nicholas Urquhart
  - c. New webpage was created- <http://georgiatutoringassociation.org> (still under construction)- done by Arne Paulsen
  - d. Newsletter was done and sent out
    - i. Will be done twice a year and following special events
6. What do we still need to do?
  - a. Start thinking about next year's conference
  - b. The exec board is in the process of reviewing the bylaws and constitution
7. Cheryl next went over the treasurer's report-
  - a. Balance as of 9/30- \$4,130.49
8. Rebecca went over the newsletter and social media report, encouraging everyone to post and then also to submit items for the newsletter.
9. Kimberley did the 2016 conference update
  - a. Usually was a one day, all day event on a Saturday
  - b. Next October is the conference

- c. Need to be mindful of strict deadlines for when we do call for proposals
  - d. Buy supplies early for good deals
  - e. Do we want to have certificates for each person that comes? Terence Sullivan suggested digital certificates
  - f. GaTA membership was done with the conference registration
  - g. Mercy asked about tutor reg fee staying the same and the goal is to keep it low but it all depends on the venue cost.
  - h. Do we want to have the conference at Central GA Tech for a possible lower rate?
  - i. Another item is to have giveaways provided by each school- raffle the giveaways off at the conference
10. Constitution and Bylaws info from Nancy
- a. No official committee for this yet- exec board is doing it right now
  - b. There's a link to them on our site.
  - c. If anyone wants an amendment done or a revision- get to any of the board members by April so we can put it to a ballot at the October conference
11. Mary ended the meeting with a pep talk about the future of GaTA.
12. Concluded at 11:00 am