

CPAK Board Phone Meeting
September 9th, 2010

In Attendance: Elizabeth Liebschutz-Roettger, Destiny Harper, Angela Taylor, Jessica Randall, Kaye Lafferty, Dr. Neal Hutchens, Tracey Walterbusch, Lauren Buck, Ticha Chikuni, Faith Cracraft, David Horrar

1. Elizabeth welcomed everyone and wished all a Happy Rosh Hashanah.
2. Career in Student Affairs Conference @ UK
 - a. Moved up to 10/30 due to athletics schedule.
 - b. Will take place in Education building and the SAC
 - c. Discussion of budget/fee
 - i. Last year we charged \$16, concerned this may not cover all costs
 - ii. Catering largest cost, discussion of on-campus vs. outside vendors
 - iii. Other costs include printing, honorariums, paypal, other administrative costs.
 - iv. A motion was made, seconded and approved to charge \$25 per registrant.
 - d. Other Logistics
 - i. Scheduled to run 9:30-3 PM
 - ii. CPAK members needed about 8:00 AM for set up. Please email Tracy if you can attend or not.
 - iii. Will send last year's registration form to David to get online.
 - iv. Flyers will be created for PR distribution
 - v. Info will be collected about various college personnel/higher ed programs to be available to attendees.
3. Annual Conference
 - a. Elizabeth has been contacting hotels in Lexington, including Holiday Inn North, Hyatt, and Marriot.
 - i. Hyatt can only due dates of we partner with the convention center.
 - ii. There was a discussion regarding changing the dates and or days (possibly moving to a Monday/Tuesday conference) to get the best competitive option. It was agreed to check out options from 2/28-3/1/11.
4. Liability Insurance
 - a. Elizabeth proposed purchasing through ACPA to cover 1 event for \$125.
 - b. It was agreed this would be helpful to CPAK, and Jessica will take care of sending a check.
5. Changed in Leadership
 - a. Destiny may begin looking for a job in order to be closer to family, would be unable to full post. She expressed a desire to continue her duties this year.
 - b. Elizabeth and Angela are willing to stay on in their current positions for another year, and wait to hold elections at the annual conference.
 - c. It was asked if anyone wished to step into the president-elect position, no one expressed interest. Elizabeth asked if anyone decided they may wish to, to contact her as soon as possible.

- d. It was agreed that if no interest amongst the EB was expressed, Destiny should continue on the board this year, and Elizabeth and Angela will continue in their roles a second year.
 - e. Destiny expressed what a hard decision it was to make to leave CPAK and KY.
- 6. KY State Journal
 - a. Neal shared the possibility with a partnership with an Education Policy and Law Lab which would allow for an online state journal.
 - b. Discussion focused on structure, long term sustainability and other partnerships with in the state.
 - c. The board encouraged Neal to pursue the partnership on behalf of CPAK.
- 7. The meeting adjourned.