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4 Colorado ● Montana ● North Dakota ● South Dakota ● Utah ● Wyoming

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6 ASPIRE Board Meeting  
7 Minutes APPROVED on October 5, 2013  
8 May 7-8, 2013  
9 Submitted by: Lori Brown-Wirth

10  
11 **Present**

12 Derek Sporbert, ASPIRE President  
13 Rachel Martinez, ASPIRE Past-President  
14 Craig Harter, ASPIRE President-Elect  
15 Cody McMichael, ASPIRE Treasurer  
16 Lori Brown-Wirth, ASPIRE Secretary  
17 Henry Ornelas, Colorado State President  
18 Russ Lamson, Montana State President  
19 Lori Larson, North Dakota State President  
20 Tina Ludens, South Dakota State President  
21 Tami Shugart, Utah State President  
22 Jayne Pearce, Wyoming State President

23  
24 **A. May 7, 2013 - Call to Order, Appointment of Parliamentarian**

- 25 1. The meeting was called to order at 9:04 a.m. by Derek Sporbert. Craig  
26 Harter was appointed Parliamentarian.

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28 **B. Approval of Minutes**

- 29 1. **Review of Minutes for January 14-15, 2013**  
30 a. Line 112 – change to “a projected net gain of \$12,494 in 2013”

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32 **Action Item**

33 Cody McMichael moved to approve the minutes as amended. Rachel Martinez  
34 seconded the motion. The minutes for the January 14-15, 2013 ASPIRE Board  
35 meeting were approved.

36  
37 **Officer Reports**

38 1. **President Report**

- 39 a. Derek Sporbert reported that this has been a busy time with State  
40 Conferences and stated that he was impressed with the attendance  
41 at state meetings. Project memberships are up. He thanked all  
42 State Presidents for their hospitality.  
43 b. Derek Sporbert stated that he will report more about the 2013  
44 conference on Wednesday, May 8<sup>th</sup>, but that the conference chairs  
45 are proceeding well.

- 46 c. Derek Sporbert reported briefly on Government Relations, which  
47 will be covered more thoroughly by Rachel Martinez and Michael  
48 Wade later in the meeting.
- 49 d. Derek Sporbert asked for comments on the HEP and Policy  
50 Seminar. Discussion ensued.
- 51 e.. The complete President's Report will be e-mailed to Board  
52 members and posted on the ASPIRE website.

53

54 **2. Finance Report**

- 55 a. Cody McMichael presented the Finance Report, which was  
56 projected on an overhead screen.
- 57 b. Cody McMichael went through income and expenses line by line  
58 with explanations and details. The figures are in line with the  
59 numbers from this time last year.
- 60 c. Total income to date is \$7,849.98.
- 61 d. Cody McMichael reported that the HEP meeting and coordinating  
62 travel to State Conferences caused the Executive Board travel  
63 expenses to rise from last year.
- 64 e. A line item was added. "College Access/Alumni Workshop,"  
65 which was approved during the October 30, 2012 telephone  
66 meeting. This is not a budget item.
- 67 f. Cody McMichael explained slight changes to C-Vent. Discussion  
68 ensued. Continuing with C-Vent is something for future Board  
69 agendas.
- 70 g. Currently, we are at a loss for the year, but hopefully that change  
71 after the Regional Conference in October.
- 72 h. Cody McMichael asked for comments on ASPIRE Web Store  
73 experiences. Discussion ensued. Hopefully, next year all states  
74 will pay via ASPIRE Web Store.
- 75 i. Cody brought up the topic of the \$1,000 given to each state by the  
76 region for Policy Seminar. Discussion ensued on whether the  
77 money is for Government Relations or only for Policy Seminar.
- 78 j. Discussion took place on ways of putting money back into state  
79 budgets. It was suggested that this be discussed with the  
80 membership and ideas brought back to Finance Committee.
- 81 k. State Initiative Grants were discussed. Discussion included  
82 timeliness of requests. Deadlines are often missed by new  
83 presidents who are not aware of the deadlines. Discussion also  
84 included what to do with remaining funds. The money needs to be  
85 used.

86

87 **Action Item**

88 Cody McMichael reported that the Finance Committee recommended Board  
89 approval of \$500 in State Initiative Grant funds be given to North Dakota and  
90 South Dakota. Tina Ludens moved, and Lori Larson seconded the motion. The

91 ASPIRE Board unanimously approved giving \$500 in State Initiative Grants to  
92 North Dakota and South Dakota. The motion carried.

93

94 ***Recess***

95 The Board recessed at 10:40 a.m.

96 ***Reconvene***

97 The Board reconvened at 10:58 a.m.

98

99 **F. Committee Reports**

100

101 **1. 2013 Conference Committee**

102 a. Derek Sporbert stated that this report will be discussed tomorrow.

103

104 **2. 2014 Conference Committee**

105 a. Craig Harter gave an update on the site, which was reviewed by  
106 the Board in January.

107 b. Derek Sporbert gave an update on possible speakers, events, and a  
108 draft agenda.

109 c. Lori Larson reported that Cara Davis has committee chairs lined  
110 out.

111

112 **3. 2015 Conference Committee**

113 a. Tina Ludens reported that the South Dakota membership voted on  
114 Rapid City, South Dakota for the conference.

115 b. Two possible sites are being considered. Tina Ludens gave an  
116 overview of each location, along with a spreadsheet and  
117 comparison. Discussion ensued.

118 c. Derek Sporbert requested that, by the end of May, a contract from  
119 each venue be sought and that a decision be made via e-mail or  
120 telephone.

121

122 **4. State Initiative Committee**

123 a. Lori Larson reported.

124 b. Lori Larson shared activities in North Dakota.

125 c. Discussion ensued.

126

127 **5. Government Relations Committee**

128 a. Rachel Martinez led a brief discussion on sequestration and TRiO  
129 cuts, emphasizing the need to focus on letters to appropriators.

130 b. Rachel Martinez discussed the importance of keeping in contact  
131 with congressmen year round.

132 d. Discussion ensued on what states are doing in communicating with  
133 congressmen.

134 e. Rachel Martinez reminded everyone of the importance of keeping  
135 track of data showing the effects of cuts on students.

136 f. Derek Sporbert reiterated the priority of getting senators and  
137 representatives to sign on to letters.  
138

139

140 **7. Membership Committee**

- 141 a. Lori Larson presented the report for Cara Davis.  
142 b. Membership appears to be decreasing slightly, with the largest  
143 decrease being in Utah.  
144 c. The Emeritus Membership form needs to be updated. Lori Larson  
145 will give this task to Cara Davis.  
146 d. A current membership list is available upon request from Cara  
147 Davis.  
148

149 **Recess**

150 The Board recessed at 11:55 a.m.  
151

152 **Reconvene**

153 The Board reconvened at 12:00 p.m.  
154

155 **8. Development Committee**

- 156 a. Carol Gritts called in to the meeting at 12:01 p.m.  
157 b. The report was projected on the overhead screen.  
158 c. Carol Gritts gave an update on the 10 for 10 campaign with COE.  
159 d. Carol Gritts reported on COE Fair share. ASPIRE achieved 74%.  
160 e. Discussion ensued on project memberships. Carol Gritts  
161 commended Utah for reaching 100% this year.  
162 f. Communication and documentation between COE and the states  
163 was discussed.  
164 g. The Board extended thanks to Carol Gritts for all her time and  
165 effort, reiterating that she is a valuable resource to ASPIRE.

166 **Recess**

167 The Board recessed for lunch at 12:17 p.m.  
168

169 **Reconvene**

170 The Board reconvened at 2:00 p.m.  
171

172 **G. Unfinished Business**

173

174 **1. Operating Guidelines**

- 175 a. Derek Sporbert discussed updates on eliminating committee  
176 Appendix D – “Committee Descriptions.”

177 **Action Item**

178 Lori Larson moved that Appendix D be removed from the ASPIRE Operating  
179 Guidelines. Craig Harter seconded the motion. The motion carried unanimously.  
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- b. Discussion ensued on rewording the Operation Guidelines. By-Laws. As long as meanings are not changed, no Board or membership vote is required.
  - c. A current list of Operation Guidelines is on the ASPIRE website.
  - d. Derek Sporberty will add (1/13) to all changes to Operating Guidelines that were approved by the Board in January, 2013.
  - e. As past President, Rachel Martinez will continue to go through the Operating Guidelines to look for updates by the October, 2013 Board meeting.
  - f. The Board was reminded that the Operating Guidelines are a guiding document for the Board as a whole.

193 **2. Non-Profit Status**

- 194 a. We have received the \$3,000 refund from the IRS.

195  
196 **3. State TRiO Rosters**

- 197 a. Rosters were due to Derek Sporberty by April 30, 2013.  
198 b. These are used to assist in advertising for the 2013 conference.  
199 c. Rosters should be updated annually with all TRiO employees.  
200

201 **4. Board Involvement in Conference Committees**

- 202 a. A list was sent to Board members by Derek Sporberty.  
203

204 **5. Corporate Development Materials**

- 205 a. Derek Sporberty led discussion on the importance of finding ways  
206 to make our conferences more profitable.  
207 b. Much discussion ensued.  
208 c. Derek Sporberty stated that the best next step is to consider options  
209 for review by next year's Board.  
210

211 **H. Other Unfinished Business**

212  
213 **1. State Websites**

- 214 a. Currently, the Region and each state has a separate domain and  
215 website. Derek Sporberty proposed setting up one region domain  
216 with states linking to that site.  
217 b. Consensus of the Board is that we are moving in that direction.  
218 c. Discussion ensued.  
219 d. Utah, whose current domain has expired, will be used as a template  
220 for other states and will be moved under the Regional ASPIRE  
221 domain. A template will be presented to the Board in October.  
222 e. Access will be given to designated administrators to do updates.  
223  
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225  
226

- 227 **I. State Reports**  
228
- 229 **1. South Dakota**  
230 a. Tina Ludens shared highlights from the South Dakota State Report.  
231 b. Amy Verlanic attended the South Dakota State Conference.  
232 c. The South Dakota President-Elect attended Policy Seminar.  
233 d. South Dakota created a TRiO commercial, which they shared with  
234 the Board. The commercial played during prime times in South  
235 Dakota.  
236 e. A full report for South Dakota may be found on the ASPIRE  
237 website.  
238
- 239 **2. Colorado**  
240 a. Henry Ornelas provided the Colorado State Report.  
241 b. Memberships have gone up in Colorado.  
242 c. Henry Ornelas shared activities and events from throughout the  
243 state.  
244 d. Henry Ornelas gave a Government Relations update for Colorado.  
245 e. Henry Ornelas discussed fundraising and development in the state.  
246 f. A full report for Colorado may be found on the ASPIRE website.  
247  
248
- 249 **3. Montana**  
250 a. Russ Lamson provided the Montana State Report.  
251 b. Montana has a strong membership.  
252 c. Russ Lamson shared the Montana vision statement.  
253 d. Russ Lamson shared Montana's strategic plan.  
254 e. A full report may be found on the ASPIRE website.  
255
- 256 **4. North Dakota**  
257 a. Lori Larson provided the North Dakota State Report.  
258 b. Lori Larson gave the Fair Share and Project Membership updates  
259 for North Dakota.  
260 c. Lori Larson gave updates on their State Conference and State  
261 Policy Seminar.  
262 d. A full report may be found on the ASPIRE website.  
263
- 264 **6. Wyoming**  
265 a. Jayne Pearce provided the Wyoming State Report via telephone.  
266 b. Membership in Wyoming is up.  
267 c. Jayne Pearce gave updates on Policy Seminar and TRiO Day in  
268 Wyoming.  
269 d. Representative Lummis joined the TRiO caucus.  
270 e. A full report may be found on the ASPIRE website.  
271  
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- 273           **7.     Utah**
- 274           a.     Tami Shugart provided the Utah State Report.
- 275           b.     Tami Shugart shared highlights from the Youth Leadership
- 276                 Conference in Utah, and the State Conference, both of which were
- 277                 very successful.
- 278           c.     Tami Shugart summarized State efforts for communication with
- 279                 legislators.
- 280           d.     Utah is working on updating their website.
- 281           e.     A full report may be found on the ASPIRE website.
- 282

283     ***Recess***

284           The Board recessed at 3:39 p.m.

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286     ***Reconvene***

287           The Board reconvened at 4:00 p.m.

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289

290     **J.     New Business**

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292           **1.     Art Quinn Nominations**

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294     **Action Item**

295     The Board moved into executive session at 4:02 p.m. to discuss and vote on Art Quinn

296     nominations. The Board returned to regular session at 4:40 p.m.

297

298           **2.     Conference Advisory Board**

- 299           a.     Brief discussion. The Board previously received committee lists.
- 300           b.     Follow up will continue via teleconferences.
- 301

302           **3.     October 2013 Meeting**

- 303           a.     Derek Sporbert asked State presidents to have incoming Presidents
- 304                 attend the meetings October 5-9.
- 305           b.     Discussion ensued.

306           **4.     Elections**

- 307           a.     Derek Sporbert stated that we need to encourage nominations for
- 308                 Treasurer and President-Elect.
- 309

310           **5.     Other**

- 311           a.     Discussion took place on the “100% Nothing Less” project
- 312                 membership campaign.
- 313           b.     South Dakota was the first state to reach this goal. By reaching
- 314                 100% project membership, the Region will pay 100% of the \$400
- 315                 COE table fee.
- 316           c.     Utah was a close second. Discussion ensued on ways to reward
- 317                 their hard work.
- 318           d.     The Development Committee will recognize both states.

319 **K. Motion to Adjourn**

320 Derek called for a motion to adjourn. Lori Larson so moved, Tami Shugart seconded,  
321 and the meeting was adjourned at 5:00 p.m.

322

323 **May 8, 2013 – Informal Session**

324 Informal session included a Hotel Tour and informal meeting with members of the 2013  
325 Conference Committee.

326