



1
2
3
4 Colorado ● Montana ● North Dakota ● South Dakota ● Utah ● Wyoming

5
6 ASPIRE Board Meeting
7 October 10, 2012
8 APPROVED January 15, 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 Lamsen, 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. Call to Order, Appointment of Parliamentarian**

25 The meeting was called to order at 4:03 p.m. on October 10, 2012 by Derek Sporbert.
26 Craig Harter was appointed Parliamentarian.

27
28 **B. President's Address**

29 Derek Sporbert welcomed everyone and introductions were made. Derek Sporbert
30 gave an overview of typical ASPIRE Board Meetings and expectations of the Board.

31
32 **C. Old Business**

33
34 **a. 2012 ASPIRE Conference**

35 Lengthy discussions were had on all aspects of the 2012 Conference. The Board
36 was reminded that the primary reason for the conference is professional
37 development. Discussion ensued on possible ways of improving the agenda and
38 logistics. Discussion points included:

- 39 ● More involvement of the Board on conference committees
- 40 ● Defining logistical requirements at conference activities
- 41 ● Evaluating budgets, to ensure that conference activities are both professional,
42 but also fiscally reasonable

43
44 Cody reported that the credit card system went very well, and should continue to
45 improve by the 2013 conference.
46

47
48
49
50
51
52
53
54
55
56
57
58
59
60
61
62
63
64
65
66
67
68
69
70
71
72
73
74
75
76
77
78
79
80
81
82
83
84
85
86
87
88
89
90
91

b. 2013 ASPIRE Conference

There has been a change for the 2013 Conference Co-Chairs. Nickie Archibeque has accepted a new position outside of TRiO, Oscar Felix may be sole Chairperson. This possible change will be formally addressed by the Board at the January meeting.

Henry Ornelas reported that he and Andrea Reeve are co-chairing the Agenda Committee and that nearly all committees have an appointed chairperson.

Derek Sporbert gave further overview of conference plans. One major logistical consideration is making certain that transportation is adequate and accessible to and from Denver International airport.

c. Conference Advisory Board

Discussion was made regarding forming a Conference Committee Advisory Board in order to combine the knowledge and experience of previous conference chairs and Board members. Suggestions included telephone conference calls, and a “scorecard” of sorts.

This will be an advisory board; whose purpose is not to tell conference committee chairs what to do, but to assist and serve as liaisons to committees. It is also important for the membership to see that the Board is here to serve.

Action Item:

Derek Sporbert will draft ideas for the Advisory Board, and review them with Rachel Martinez before presenting them to the Board.

Recess

The Board was recessed at 5:09 p.m.

Reconvene

The Board reconvened at 5:14 p.m.

D. Guest Speaker, Amy Verlanic

Amy Verlanic joined the Board Meeting. Derek Sporbert introduced and welcomed her.

Amy Verlanic gave a brief history of the region, and addressed the Board regarding keys for success as well as expectations of the Board. She reiterated the importance of empowering states and resources; and encouraged State Presidents to engage their membership and to advocate.

She challenged the Board to know the ASPIRE By-laws and Operating Guidelines. She spoke of personal sacrifice and the importance of having a high quality conference for the membership of ASPIRE. She also stressed the

92 importance of good communication and the development and nurturing of the
93 membership.

94

95 Derek Sporbert thanked Amy Verlanic for sharing her time with the Board.

96

97 **E. New Business**

98

99

a. Dates for ASPIRE Board Meetings

100 The January 2013 Board meeting will be held in Grand Forks, North Dakota
101 January 13-16, 2013 (tentative on hotel schedule). Discussion was made on the
102 meetings.

103

104 The May 2013 Board meeting will be held May 5-8, 2013 (tentative on hotel
105 schedule) in Ft. Collins, Colorado. These dates are tentative, and Derek Sporbert
106 will finalize the dates and inform the Board.

107

108

b. Board Contact Information

109 Derek Sporbert will update the contact information for the ASPIRE Board
110 members and post them on the ASPIRE website.

111

112

c. ASPIRE Travel Policy

113 Cody McMichael went through the ASPIRE Regional and State
114 Reimbursement/Payment Request forms. All forms must be signed by the
115 President and Treasurer and submitted with original receipts.

116

117

118 Cody McMichael requested the names of the current State Treasurers. All
119 deposits must be made by State Treasurers and not the Regional Treasurer; per
120 audit recommendations. Cody McMichael will set up a conference call with all
121 State Treasurers once he has all their contact information.

122

123

124

125

126

127

128

129

130

131

132

133

134

135

136

d. Finance Committee - State Representative

Each year one State President attends the Finance Meetings as a liaison for the
States. Tina Ludens has been appointed as the representative for 2013.

e. Committee Structures and Responsibilities

137 Derek Sporbert went through the structure and responsibilities of committees. An
138 e-mail was sent out last week by Derek Sporbert. He asked everyone to please
139 review the information and come to the January meeting prepared to discuss. He
140 encouraged State Presidents to know what their committees are doing. The Board
141 will be looking at possible committee changes and building on our current
142 organizational structure.

143
144 Derek Sporbert encouraged everyone to be aware of the By-laws and Operating
145 Guidelines for ASPIRE. Rachel Martinez reminded everyone that the By-laws
146 are the main structure of the organization. Changes are made by the Board of
147 Directors. Operating Guidelines can only be modified by the membership.
148

149 **F. Other Board Business**

150 **a. Personal Donations**

151 All Board Members should be on the Personal Donations list. Rachel Martinez
152 reviewed the giving levels. Discussion ensued.
153
154

155 **b. State Reports**

156 Scorecards for the past State Presidents are due by October 16, 2012. Updated
157 scorecards from the current State Presidents are due November 15, 2012.
158

159 Typically, State Reports are due one month before each Board meeting. The new
160 State Scorecard template should be available to be updated on-line soon.
161

162 **c. State Meetings for 2013**

163 Derek Sporbert will attempt to attend all State meetings. Regional ASPIRE will
164 pay for the Regional President's travel to State meetings, and states are expected
165 to cover hotel and meals.
166

167 The spring dates are as follows:

168	March 5-7	Helena, Montana
169	March 13-15	St. George, Utah
170	March 17-19	Bismarck, North Dakota
171	April 7-9	Brookings, South Dakota

172
173 Colorado and Wyoming have not yet set their dates.
174

175 **d. 501(c)3**

176 501(c)3 status for the states remains open. We are waiting on the Internal
177 Revenue Service. The wait time is three months to three years. Discussion
178 ensued on how states can attain corporate donations through ASPIRE. Regional
179 ASPIRE does have 501(c)3 status. Donations may be given to Regional ASPIRE
180 and designated for a particular state. Cody McMichael has the number and copies
181 of the W-9, which he will provide upon request.
182

183
184
185
186
187
188
189
190
191
192
193
194
195
196
197
198
199
200
201
202
203
204
205
206
207
208

e. Half-time membership Status

Consideration was requested for a half-time membership status for part-time TRiO employees.

Motion:

A motion was made by Lori Larson, and seconded by Craig Harter to table discussion on a part-time membership status and fee until the January, 2013 Board meeting. Rachel Martinez seconded the motion and it carried.

f. Committee Requests for Funds

Discussion ensued on Committees requesting funds from ASPIRE. Funds may be requested by committees. Derek Sporbert will send an e-mail to committee chairs asking them to submit their budget requests. Derek Sporbert will follow up with State Presidents for committee assignments.

G. Good of the Order

a. Thank you to Past President

Formal gratitude was given to Rachel Martinez for all her work for ASPIRE. Rachel Martinez gave words of encouragement to the Board, reminding them that the bottom line is that we do what is best for this organization and for our students.

H. Motion to Adjourn

Derek Sporbert called for a motion to adjourn. Lori Larson so moved, Henry Ornelas seconded the motion adjourning the October 10, 2012 ASPIRE Board meeting at 6:50 p.m.