



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

ASPIRE BOARD MEETING
October 11, 2014
Grand Forks, North Dakota
Submitted by Jami Bayles
OFFICIAL MINUTES – APPROVED 1/27/2015

IN ATTENDANCE

OFFICERS

Craig Harter, President
Jamie Manzanaras, President-Elect
Derek Sporbert, Past-President
John Shafer, Treasurer

STATE PRESIDENTS

Pamela Osborne, Colorado State President
Darlene Samson, Montana State President
Lori Larson, North Dakota State President
Rocky Burkett, South Dakota State President
Jami Bayles, Utah State President
Joseph Aguirre, Wyoming State President

ABSENT

Lori Brown-Wirth, Secretary

1 **CALL TO ORDER**

2 Meeting was called to order by Craig Harter at 9:10am.

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4 **ROLL CALL/PARLIAMENTARIAN**

5 Roll call was made with brief introductions. Absent was Lori Brown-Wirth, Secretary. Jami Bayles
6 acted as Secretary by proxy. Jamie Manzanaras was appointed Parliamentarian.

7

8 **ADOPTION OF AGENDA**

9 Craig Harter distributed a proposed agenda to the Board. Lori Larson made a motion to approve the
10 agenda, Jami Bayles seconded, and the agenda was approved unanimously.

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12 **APPROVAL OF MINUTES**

13 Minutes from the May 2014 Board meeting were reviewed with the following edits:

14 Line 211 – Rocky Burkett clarified that South Dakota’s state meeting was held in Bismarck, and student
15 Olympics were held in Aberdeen in June.

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17 **ACTION ITEM**

18 A motion was made by Lori Larson to approve the minutes with corrections. Darlene Samson seconded
19 and the amended minutes were approved.

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21 **PRESIDENT’S REPORT**

22 Craig Harter passed out his President’s Report and invited state presidents to report on highlights that
23 happened in their state throughout the past year. Pamela Osborne reported that at the COE Conference in
24 September, Colorado received the “COE State/Chapter Excellence Award” for their leadership in

25 Government Relations. Discussion of highlights was halted and moved to the Government Relations
26 report when Rachel Martinez joined the meeting.

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28 **GOVERNMENT RELATIONS REPORT**

29 Rachel Martinez gave the Government Relations report. This year TRIO will be asking for a \$52 million
30 increase in appropriations and encourage forward movement of the Higher Education Reauthorization
31 Act.

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33 Discussion ensued regarding the reauthorization process. Rachel handed out a list of senators up for re-
34 election and encouraged everyone to participate in the Government Relations conference calls and check
35 the COE website for updates.

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37 *Meeting Recessed at 10:20am, Reconvened at 10:45am*

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39 **RETURN TO PRESIDENT'S REPORT**

40 Craig Harter reported that COE had asked region presidents to invite their college presidents to attend
41 the COE annual conference. It was reported that Jamie Manzanara's college president attended the
42 conference, and Pamela Osborne brought an educational aide from Congresswoman DeGette's office to
43 sit at the ASPIRE banquet table.

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45 Craig briefly spoke about the 50th Anniversary of the TRIO Upward Bound program and asked how the
46 institutions within the states were planning to celebrate the anniversary. Discussion ensued.

47

48 Craig reported that ASPIRE was recognized by COE as being the first region to meet the Fair Share
49 goal, as well as the highest at 135%. Craig congratulated the states for their efforts, and praised Derek
50 Sporbert for his leadership role and ingenuity that contributed to this achievement.

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52 **TREASURER'S REPORT**

53 John Shafer presented the 2013 Treasurer's Report via overhead projector. John recapped that the region
54 budget had \$193,114.61 as of December 31, 2013. He stated that ASPIRE was \$10K short of the budget
55 goal of \$12,494. This was due largely in part to the HEP conference travel costs and region conference
56 expenses.

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58 John presented the ASPIRE Region Budget as of 9/30/14.

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ASPIRE REGION BUDGET, 2014			
As of 9/30/14			
Current Checking Balance	\$ 157,150.31	<i>Total Income</i>	\$84,882.01
Current Savings Balance	\$ 1,522.92	<i>Total General Expenses</i>	\$41,398.52
Long-Term Savings Accounts	\$ 51,640.77	<i>Total Committee Expenses</i>	\$13,823.71
Accounts Recievable	\$ -		
Accounts Payable	\$ -	Total Income	\$84,882.01
Prepaid Expenses		Total Expenses	\$55,222.23
Net Assets	\$ 210,314.00	Net Gain or Loss	\$29,659.78

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62 John reported that an additional \$10-15K had been deposited since the end of September. He stressed
63 the need of increasing personal memberships. John reported that the financial year runs January to
64 December, but the development/membership year runs from October to September, which creates an

65 “accounting nightmare”. Rocky Burkett asked about the possibility of moving the budget year to align
66 with the membership year. Discussion ensued.

67
68 John proceeded through the remaining line items in the budget. He expressed his concern over the COE
69 Board Travel budget and discussion ensued. To cover future COE Board Travel, John suggested that the
70 budget be increased in the line item. John recommended that \$1,000 be taken from the TRIO Achievers,
71 \$900 from Awards, \$2,916 from COE Half Table, \$1,800 from Audit line items, and increase the COE
72 Board Travel line item from \$7,000 to \$13,500.

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74 **ACTION ITEM**

75 Lori Larson made the motion to amend the ASPIRE budget as recommended by John Shafer. Joseph
76 Aguirre seconds and motion carries.

77
78 *Meeting Recessed for lunch, Reconvened at 1:21pm*

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80 Absent: Derek Sporbert (attending LDI)

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82 **RETURN TO TREASURER’S REPORT**

83 John continued his report with an update of the 2014 ASPIRE Conference budget.

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2014 ASPIRE CONFERENCE		
As of 10/7/2014		
	<u>Budget</u>	<u>Actual</u>
Total Income	\$ 80,250.00	\$ 77,350.00
Total Expense	\$ 35,700.00	\$ 33,540.65
Net Conf. Income	\$ 44,550.00	\$ 43,809.35
LDI Income	\$ 1,200.00	\$ 455.00
LDI Expense	\$ 700.00	
Net LDI Income	\$ 500.00	

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87 As of October 7th, \$77,350 was listed in income, and \$33,540.65 was listed in expenses. Discussion
88 ensued on conference income, expenses, and projections.

89

90 John reported that he had not yet moved \$25,000 out of the ASPIRE checking account and into a long-
91 term savings account, as per the May 2014 Board meeting, but would be completing the process after
92 the 2014 region conference.

93

94 **COMMITTEE REPORTS**

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96 2014 Conference Report:

97 Lori Larson reported that the conference was going as planned, but asked Board members to volunteer
98 where needed and to promote the service project. Lori reported that \$7,000 had been donated, plus in-
99 kind donations. Craig recognized North Dakota for their efforts and thanked them for the work they had
100 done so far on the conference.

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102 2015 Conference Report:

103 Rocky Burkett gave a 2015 Conference update. Sticking with the “branding” theme, he presented a
104 conference logo and explained the graphic that was shown on an overhead projector. Discussion
105 ensued.

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ACTION ITEM

Jamie Manzanares moved to accept the 2015 conference logo. Lori Larson seconds, motion carries, and logo is approved.

Rocky continued the 2015 Conference Report and stated that Britt Lorenz would not be able to chair the conference as planned, and Becky Jensen would be filling in. He reported that committees had been established during the South Dakota and North Dakota co-state conference, as well as a time line for the conference. A proposed budget for the 2015 conference was passed around and will be discussed further at the 2015 January Board meeting.

2016 Conference Report:

Joseph Aguirre presented information about the 2016 Conference. It will be held in Jackson Hole, Wyoming at the Snow King & Grand View Lodges September 30-October 4, 2016. Rooms are \$115 a night.

Development Report:

An updated Development Report was distributed to the Board. Craig Harter stated that the COE Development Committee would be making phone calls in December and May to make sure memberships were being paid.

Membership Report:

Dawn Eckhardt will be presenting her report at the ASPIRE business meeting. She requested that each state president appoint one member to serve as a representative on the ASPIRE Membership Committee to help her compile membership information.

STATE REPORTS

Each state president briefly discussed highlights from their respective states. These will be mentioned in more detail during the ASPIRE business meeting.

NEW BUSINESS

Elections

Craig reported that Lori Larson and Joseph Aguirre had been nominated for the office of ASPIRE President-Elect, and Jami Bayles was nominated for the office of ASPIRE Secretary. Discussion followed on the election and voting process.

COE State Initiative Grant

Jamie Manzanares asked Derek Sporbert to report on the new COE State Initiative Grant. Derek reported that Oscar Felix, COE Board Chair, wanted to increase the budget of the state initiative grant from \$10K to \$25K. With the increase, each state would be eligible for up to \$500, but would require a match from the regions of up to \$500.

MOTION TO ADJOURN

Lori Larson made a motion to adjourn, seconded by John Shafer. Motion carried and the October 11, 2014 ASPIRE Board meeting adjourned at 3:34pm.