

# Full Board Meeting

**Date:** July 14, 2007

**To:** Bill Richard / Full Board

**From:** Dell Self

**Attendees:** Bill Richard President  
John Keller Executive Vice-President  
Dell Self Vice-Pres./ Ebony Homeschoolers  
Jim Hivner Treasurer  
Diana Choate Director of IT  
Tim Williams Legislative Liaison  
Carolyn Hooker Activities Director  
James Pierce Athletic Director

Becca Erwin Mid-South Classical Ed.  
Becky Palmer Raleigh Homeschool  
Bobbie Hamilton Central Church  
Brenda Barrett Bartlett Wolfchase  
Brenda Scott H.U.G.  
Colette Fields Tipton H.E.A.R.T.  
Denise Turner Germantown Baptist  
Ginger Quirck Fayette County  
Liz Gallina Frayser/Millington  
Melanie Smith St. James Anglican  
Mig Williams Blessed Sacrament Catholic  
Missy Byrd Collierville  
Tamara Cunningham Ebony Homeschoolers (rep)

Becky Sater News & Views  
Judy Pierce Conference  
Lena Clay Honor Society  
Patti Jelinek FOCUS  
Teresa Gallaro M-PACT  
Tonya Richard Graduation

Angela Thorne At Large 2007-2008  
Lynette Daugherty At Large nominee – 2007-2008  
Mark Scott At Large 2006-2007

Terri Weaver  
Tonie Lewis

At Large 2007-2008  
At Large 2006-2007

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John Keller opened the meeting at 8:50am with prayer.

Bill Richard began by thanking Germantown Baptist Church for their hospitality.

There were no minutes available from the previous meeting.

**Elections:**

Approval was sought for the following support groups and leaders –

HUG/Brenda Scott –The HUG group with Brenda Scott as the leader was confirmed by a majority vote.

Ebony Homeschoolers: new Board representative – Tamara Cunningham

Ginger Quirck returning as support group leader for Fayette County

Brenda Barrett: new leader for Bartlett-Wolfchase

The motion was made by Jim Hivner and seconded by Tim Williams – motioned carried by a majority vote

Bill Richard read the duties of all the Administrative Board members as stated in articles 7 and 8 of the constitution. He was concerned that many of the Full Board members were not aware of what the Administrative Board actually did. After the reading of the duties, each respective Administrative Board member gave his/her actual duties.

President:

Bill read the duties of the president as stated in the constitution (article 7.1.1) and then explained what was actually done.

Mig Williams raised concerns that the job of president required more out-of-pocket things done on personal time than what should be required. She felt it should not be required.

Bill explained that it was much of what was expected.

Judy Pierce raised the issue that it wasn't a required duty but understood.

Tonya Richard confirmed that they do what they do because they love what they do – "It's not an obligation, but it's a choice and desire to help MHEA. As

MHEA grows, the time commitments grow as well. It's not a burden, it's because we love you."

Executive Vice President:

The duties for the executive vice president were read (article 7.1.2). John Keller gave an overview of his actual duties.

Bill called for nominations. Dell Self nominated John Keller. Tim Williams seconded.

Vice President:

The duties for the vice president were read (article 7.1.3). Dell Self gave an overview of her actual duties.

Mig Williams questioned whether there was a need for two vice presidents.

Both Judy and Bill responded that there was a need especially to spread the workload.

Bill called for nominations. Becca Irwin nominated Christy Jarvis seconded by Collette Fields. Tim Williams nominated Dell Self seconded by John Keller.

Secretary:

The duties for the secretary were read (article 7.1.4) followed by brief remarks by John Keller in the absence of the secretary.

Bill called for nominations. Brenda Barrett nominated Len Hubbard seconded by Collette Fields.

Treasurer:

The duties for the treasurer were read (article 7.1.5). John Keller gave an overview of the actual duties of the treasurer in the absence of Jim Hivner. Mig raised the question that it be clarified to the Board as to who approves monetary expenditures.

Bill called for nominations. Becky Palmer nominated Jim Hivner seconded by Tonie Lewis.

Legislative Liaison:

The duties for the legislative liaison were read (article 7.1.6). Tim Williams gave an overview of his actual duties.

Bill called for nominations. John Keller nominated Tim Williams seconded by Dell Self.

Activity Director:

The duties for the activities director were read (article 7.1.7). Carolyn Hooker gave an overview of her actual duties.

Bill expressed his sadness regarding Carolyn giving up the position.

Bill called for nominations. Diana Choate nominated Becca Erwin for the position of activities director seconded by Mig.

Athletic Director:

Bill read the duties of the athletic director (article 7.1.8). James Pierce gave an overview of his actual duties.

Bill called for nominations. Bobbie Hamilton nominated James Pierce seconded by Diana Choate.

Questions were raised as to roughly how many students were on the teams – no one was certain on the exact numbers at the time.

It was stated that if a student tried out, there would be a 90% chance of them making the team.

Director of IT:

Bill read the duties of the Director of IT (article 7.1.9). Diana Choate gave an over of her actual duties.

Bill called for nominations. Becky Palmer nominated Diana Choate seconded by Tonie Lewis.

At Large members:

Bill explained the position of At Large (articles 8.3, 8.4, 8.5). He further noted that the following five (5) candidates had been received:

Angela Thorne	(by Becky Palmer)
Terri Weaver	(by Becky Palmer)
Lynette Daugherty	(by Denise Turner)
Samuel Willcut	(by Diana Choate)
Tamara Cunningham	(by Dell Self)

After discussion and/or phone interview, Angela Thorne and Terri Weaver were selected to be presented to the Full Board for confirmation.

Becky Palmer shared her reasons for nominating Angela and Terri.

The candidates spoke regarding why they wanted to be Full Board members.

The request to have the elections by secret ballot was approved by the Administrative Board.

- LUNCH BREAK -

**Committee reports:**

Activities Report:

Carolyn Hooker stated in her report that the annual reports on each activity

had been completed and submitted to the office and that the support groups had affirmed to continue with their activities.

H.U.G. volunteered to do the Spelling Bee.

Carolyn suggested that the Fayette County group do the Fayette County Spelling Bee. However, Ginger Quirck did not think there was much interest.

Carolyn clarified rules regard the two (2) Spelling Bees that although MHEA membership is not required, participants would have to reside in the specified areas.

Bobbie Hamilton suggested we should send out a notice that if families wanted the Fayette Spelling Bee, they would have to organize it.

Carolyn stated they would have to be serious about it because they would have to talk with the Fayette School Board who has been less than "friendly" in the past.

Ginger said she would talk with her group and see if there is interest.

Bill and Dell reminded the group regarding the Event Registration Forms.

Conference:

Judy Pierce voluntarily waived the salary for the conference director's position. A laptop was requested to assist with keeping up with conference duties while traveling with sports.

Judy further stated that she wanted to have the conference run by committee in hopes of getting new ideas as well as spreading out the workload.

Judy gave kudos to Erica for her overall work, but especially her efforts in laying the groundwork for the AgriCenter being a possible conference location.

June 20 and 21 are the proposed 2008 conference dates at the ArgrriCenter.

Discussion was made regarding the usage of pipe and drape.

Liz Gallina commented that the vendors appreciated the food, but didn't like the price of the tables.

Judy responded that we were pretty much in line with other conferences.

Discussion was made regarding the possibility of having workshops specifically for children.

Becca Erwin suggested we have a bigger variety of workshops.

Judy stated she had contacted some individuals regarding being featured speakers.

Bobbie Hamilton brought up the idea of spending time with seasoned support group leaders just to get feedback and encouragement, etc.

Judy noted that although the number of attendees was up, the income was down. She further stated that because of the layout of the AgriCenter, children would be allowed both days.

Conference jobs were read giving Board members the opportunity to volunteer. All positions were filled.

Exhibitor table set up	Affordable Parties
Exhibitor table take down	Affordable Parties
Registration	Tonya Richard
Brochure distribution (general)	Blessed Sacrament/Mig Williams
Brochure distribution (churches)	Collierville Homeschool/Missy Byrd
Door Prizes	Hug/Brenda Scott
Pages	Jim Rhodes
Name Tags	Bartlett-Wolfchase/Brenda Barrett
Desk top publishing	Ebony Hmsch/Tamara Cunningham
Concessions	Sports

Bill Richard called for a recount on the position of vice president.

Graduation:

Tonya informed the Board that Diane Cook had officially retired. She further stated that she would volunteer rather than assume the paid position. She noted she was working on organizing a committee. The possible 2008 dates for the graduation were announced as May 22, 23, or 24.

It was noted that seating and costs were the main factors in determining location. There needed to be enough seating for approximately 3,000 plus orchestra and choir seating. Germantown Baptist was the first choice with Christ the Rock as a back-up.

Jana has volunteered to head up the banquet.

Treasury:

John Keller gave the financial report. MHEA has approximately \$50,000 in reserve. It was also noted that the conference netted approximately \$10,000.

Election (results):

All those who were unopposed were confirmed. The position of vice president was tied.

A motion was made to split the position of vice president and have two.

Jim Hivner gave some clarity regarding changing the bylaws or constitution as pertains to the position of vice president.

Bill and Jim presented options as to what we needed to do regarding breaking the tie.

Denise suggested we vote on whether or not we would consider having two vice presidents. There were five in favor and 13 against – the motion failed to have two vice presidents.

A motion was made to re-ballot. There were 14 affirmative and the motion carried.

Bill made a motion that re-balloting be the method of breaking ties. Seconded by Denise Turner.

James Pierce gave additional comments regarding the sports program while Mark Scott handled the recounting of votes for the office of vice president after which Dell Self was re-elected for the 2007-2008 term.

Tonya Richard and Liz Gallina talked about having recreational teams.

James Pierce assured them that we could if we had the willing people in place.

A motion was made and seconded to have Kim Irby as the new Board representative for Mid-South Classical.

**Old Business:**

Bill brought up the matter regarding the 501(c)(3) – He informed the members that we are still in the process of working on this and that Jim Hivner would be helping in this area.

Tonya Richard discussed the widow/widower program and asked the members if they knew any widow/widowers who needed help. She asked that the names be submitted to her. It was further stated to the members that HSLDA is sponsoring the program and the wreaths are sold to assist in funding it. Additionally, HSLDA has instituted a program for those with learning disabilities as well as physical disabilities.

Bill suggested that we contact HSLDA for complete details.

Diana suggested to the members that they update their web pages and send the information to her via email.

**New Business:**

Bill read Liz Gallina's email (see attachment A).

Bill emphasized that more time was needed for support group leaders and he apologized for not thinking more on the personal side. He also urged the support group leaders to contact the Administrative Board if they had any questions or concerns.

Discussion was made regarding having time set aside for the support group leaders to fellowship and encourage each other.

Judy Pierce suggested a separate meeting because just a few minutes wouldn't do much good.

It was stated that this was something Liz and Diana had been doing for the past two years.

Mig Williams felt it was a good idea to do more networking, but more meetings was the last thing we should do.

Bill commented that perhaps we could add a 5<sup>th</sup> Full Board meeting or whatever worked best for the support group leaders.

Bobbie Hamilton suggested maybe take out 15 minutes.

Both Liz and Becky felt the support group leaders needed time to get acquainted.

The majority voted to not add another meeting, but to incorporate it within the current meetings.

It was decided that support group leaders would meet 30-45 minutes earlier – begin at 6:30pm.

Liz felt support group leaders should have a time to bring up and deal with issues.

Judy suggested that “venting” issues should go to the Administrative Board and then to the Full Board.

Collette Fields expressed the sentiment that their support group’s voice was not being heard.

Mig agreed that the feeling is: “Why bother to meet if we’re just getting information fed to us rather than having a true voice in the matter.”

Becky Palmer agreed that there have been meetings when members left feeling frustrated because they didn’t feel they were being heard.

Becca Erwin felt the Full Board was not taking part in the decision making.

John Keller explained the reasoning of not having the Full Board in on every decision.

Jim Hivner suggested that perhaps we could send out emails regarding what is going on at the Administrative Board level. Jim continued that both the Administrative Board and the support groups need to do a much better job in communicating with each other.

Judy commented that MHEA is growing and if someone has a problem they should go to that person with whom there is the problem and not go to each other or on the internet.

It was decided that John Keller would mentor the new At Large members.

Becky Palmer requested that each support group submit some of their field trips. She further stated that she would compile the list and send it to Diana to put on the web.

Mig brought up a concern regarding the need for MHEA to have support group financial information.

Jim Hivner clarified the matter to be related to our intent of being a 501(c)(3) organization. He further stated that we are trying to fulfill what is already in the bylaws and constitution. The bottom line is that a non-profit organization is required to report finances to the IRS annually.

Jim also mentioned support group classifications:

- 1) integrated
- 2) church affiliated
- 3) independent

Significant discussion was made by Full Board members as to whether or not the support groups should have to report their finances to MHEA.

Jim continued in the discussion on the classifications of support groups as to how it related to the reporting of monies. Additionally, because there was so much discussion regarding reporting the finances, Jim suggested just sending in the reports without the finances. He further stated that if there were any concerns to email the information by September 1, 2007. He also mentioned that part of the reporting had to do with insurance.

Jim reminded the group that if any of the support members were planning fundraisers, they would need to inform him and get approval from the Administrative Board. He further admonished the members that Bingo and raffles are illegal in the state of Tennessee.

Yearbook:

In the absence of Karen Johnson, Tonya Richard gave an extensive report regarding the yearbook including the upcoming yearbook picture dates. (See attachment B) Tonya further stated that 376 books had been paid for and 410 that were ordered. There were 34 extra books. It was shared with the members that MHEA takes the lead in yearbooks for the groups under THEA.

Honor Society:

Lena Clay informed the members that things were going well and they were thinking about a fall carnival at Buckhead Creek, October 12, 2007 from 10:00am-2:00pm. She further discussed plans to continue to raise money for reaching the goal of \$5,000 for the Make a Wish Foundation. There is approximately \$900 yet to be raised.

The proposed date for Field Day is April 18, 2008 with a raindate of April 25, 2008.

Judy suggested that when the information regarding the carnival is listed in the News and Views that it be made clear that the proceeds go to the "Make a Wish foundation and not MHEA.

HiS Choir:

Tonya Richard reported on the choir that it was doing well. She further informed the members that HiS Choir was noncompetitive with no tryouts. The director, John McWhorter, was quoted "I will teach them to sing." The choir is now in its 11<sup>th</sup> year. The annual fee is \$15.

Orphanos / Messiah:

Tonya discussed the Orphanos presentation scheduled for December 16, 2007. Tickets go on sale for \$6 on a first come first serve basis, however, the Full Board will have the first opportunity to purchase tickets. The entire Canon Center has been reserved for MHEA (1,850 seats).

Tonya was uncertain when we would actually begin taking orders. She suggested perhaps waiting until September. Tonya further stated that she was planning to prepare a flyer to give to support group leaders to bring back to their groups.

Upcoming Full Board meetings:

Tonya discussed the Full Board meeting locations (see attachment C) and distributed the schedule. The only adjustment in the schedule is that Bobbie Hamilton confirmed that Ebony Homeschoolers would be hosting the January meeting at Central Church.

The 2008 July meeting was tentatively scheduled for either the 2<sup>nd</sup> or 4<sup>th</sup> Saturday. The quarterly Full Board meetings would start at 6:30pm for support group leaders to meet.

News and Views:

Becky Sater gave out handouts regarding the format of newsletter submissions. She also stated that if you have any changes, please send them in even if it's after the deadline.

Extensive discussion was made regarding how items were evaluated in terms of what kinds of articles etc. are printed. (see attachment D)

Jim Hivner summed it up by saying that the bottom line was to not promote an activity in conflict with MHEA. The focus should be on the child's accomplishment and not on the other organization, team, group, etc.

Bill Richard brought up the matter regarding the Fellowship of Christian Athletes (FCA).

Mig Williams had some issues regarding only supporting MHEA members rather than all homeschooled children.

**FOCUS:**

Lynn Keller began her report by reading their purpose statement. She further stated they were doing well and at enrollment capacity of approximately 80 students. She further reported that Mike Whitfield would be the new debate coach. Their group is very excited about their new coach especially since he has won numerous awards and wants to do a debate camp with the group.

**M-PACT:**

Teresa Gallaro shared with the members that M-PACT is in its 3<sup>rd</sup> year and gave thanks to FOCUS for their continued help and support. She also discussed upcoming plans and requested volunteers for judges for their three-day tournament but further stated they would not be doing the round robin.

Bill informed the members of the change in office hours: 9am – 2pm with the same days.

There was a unanimous vote to adjourn.