

CES Board Meeting Minutes

1/22/2021, 4:00 pm CST via Zoom

Present: Bill Jordan (BJ), Justin Vander Werff (JVW), Gayle Ermer (GE), Melani Plett (MP), Ted Song (TS), Steve VanderLeest (SVL)

- I. Opened with Prayer: GE
- II. CES Logo Competition and Promotion
 - a. GE provided document for review.
 - b. SVL suggested adding SVG files as possible format types. These are scalable and can be viewed in a browser (or dropped into Word). GE will add this to the document.
 - c. The logo may eventually be used as a Zoom background and an ASEE table-size banner. We could work with the winner to get different aspect ratios for the logo or hire someone to incorporate it into different branding settings.
 - d. Competition promotion
 - i. Board members will contact art/graphic design departments at our schools.
 - ii. SVL will post on the web and point in Facebook, etc.
 - iii. We can feel free to ask people to forward it freely (doubles as advertising).
- III. Treasurer's report
 - a. JVW provided a report prior to the meeting. He primarily focused on the budget side – also identified some memberships that needed to be renewed.
 - b. We may still need more updates to the list and invitations for old members (we haven't been sending reminders). This is challenging since JVW is still working with an Excel spreadsheet. JVW verified the record through 2019 (Dordt conference). If BJ or others have names of those from earlier who need to be contacted, pass them on to JVW.
 - c. SVL noted that our spreadsheets should be on google docs. JVW was working with documents that were handed off. Google docs may need treasurer email account with password. Need to keep archive in google docs (even if we work in different medium). JVW will do this.
 - d. JVW says Flagstar is working out okay so far – but we haven't had very many transactions.
- IV. Membership Software
 - a. TS reported that we now have a Breeze account and he is working with them to import our data. He noted that in this database, members can have multiple tags to aid with tracking and communication.
 - b. TS asked whether we have a CES credit card? SVL has one. TS is paying the \$50 per month fee. SVL suggested that TS submit the expenses to the treasurer for reimbursement (or figure out how to use the card).
 - c. TS and JVW will continue working on membership software implementation and report at the next board meeting.
- V. Update on 2022 Meeting in Minnesota
 - a. We are planning on Carrie Francis as our general chair.
 - b. We still need to recruit a program chair.
 - i. BJ will contact Brian Schwartz and Mike Foster before next meeting.

- ii. Others should continue to think of others.
 - c. The next newsletter should announce the conference.
- VI. Strategic visioning/planning
 - a. BJ requested that we reflect on where we want to be in 5 years at our next meeting (ASA is doing the same thing – 4 hour meeting scheduled soon).
 - b. CES provides continuity for the conferences. We could do more in Zoom in between conferences.
 - c. TS ideas: how to groom next generation of leaders. Value of visits to other programs. We could be the organization to facilitate this activity. Wanting to grow the number of female faculty – for programs with few women, we could provide connections. Events that are not conferences (networking, workshops, or meet and greets). Particularly helpful for new faculty and new programs.
 - d. BJ ideas: facilitate sabbaticals between institutions. Also focus on ways to get together electronically. As Christian institutions we all face similar issues.
 - e. Hopefully more on journal next time.
 - f. SVL anticipating book release in summer of 2020. Next conference can provide a platform for introducing the book, although we may need to figure out a way to do this that doesn't appear to take advantage of his position on the board.
 - g. What else do we want to accomplish? Think of suggestions between now and next meeting.
- VII. Next meeting: 4:00 pm CST Feb 26 (Friday). TS will send Zoom link.
- VIII. Meeting adjourned at 4:50 pm CST.