

## CES Board Meeting Minutes

9/16/2020, 3:30 CDT pm via Zoom

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

- I. Journal: BJ reported that it is ready to go. He will begin to promote it soon to get more submissions. Then we will need to recruit reviewers.
- II. Conference Planning
  - a. We reviewed the conference frequent attendee list that was provided by SVL.
  - b. Suggestions for general chair and program chair were discussed.
  - c. BJ will contact the following individuals.
    - i. Mike Foster (general chair)
    - ii. Brian Schwartz (program chair)
    - iii. David Che (program chair)
    - iv. Nolan VanGalen (co-program chair)
    - v. Carrie Francis (co-program chair)
  - d. SVL has ACMS contact information.
    - i. Derek Schuurman (Calvin faculty) is a member of both organizations).
    - ii. David Klanderma (Calvin mathematics faculty) was previous ACMS chair).
  - e. June 25-26 are the tentative dates for the conference.
  - f. Conference theme: what we've learned from COVID-19 (add to CFP, but still allow papers in regular categories)
  - g. Goal is to have CFP out by the end of September.
- III. Logo Contest
  - a. Gayle will make a one-page description of the logo contest by Oct. 20 to forward to this group for approval.
  - b. Have this ready to announce for the fall newsletter.
- IV. Treasurer Transition
  - a. BJ reported issues with Flagstar Bank's online system. He would consider changing banks.
  - b. JVW will meet with BJ to facilitate the transition.
    - i. JVW will investigate alternative banks
      1. MP noted that we need a bank location in Michigan consistent with our corporation address, a good online banking system, and no fees.
      2. MP also noted that changing is not simple.
    - ii. BJ will add JVW as an administrator for the Flagstar account
- V. Board Leadership Roles: Managing Membership
  - a. BJ and MP noted that more time is consumed in managing membership than in making financial transactions.
  - b. We need something in between a simple spreadsheet and expensive specialized software
    - i. TS suggested Breeze, which his church uses for membership and giving management.

<https://www.breezechms.com/pricing>

- ii. TS will investigate this option over the next few weeks
      - 1. The board is willing to spend \$600 per year if the system is effective.
      - 2. SVL noted that we should transition to a new system before our June activities.
      - 3. Transitioning sooner would allow us not to have to upload information twice.
    - iii. We may want to transition membership management responsibilities to the board secretary or to a designated membership manager role.
- VI. Meeting Frequency
  - a. BJ proposed that we set up more frequent board meetings.
  - b. The board approved meeting once every two months for the time being.
  - c. TS sent an invitation for a Zoom meeting on Nov. 18 at 3:30 pm CDT.
- VII. Long Term Planning
  - a. BJ suggested future cooperation with other groups like ACMS, e.g. a combined conference in 2023 with ASA.
  - b. MP suggested that we start student branches (as a way to get more professionals to join). Local student groups could also reach out to advertise at close by secular institutions.
    - i. SVL noted that he has had previous inquiries. It would be good to have a structure for continuity (but need student energy).
    - ii. TS noted that at a secular school, a faculty sponsor would be required.
  - c. MP suggested the we could advertise in particular school newspapers for conferences or to start groups.
  - d. BJ suggested that next year we could livestream or post recordings of some of our events. Need to balance not wanting to discourage people from attending with making conference activities available to a broader audience.
- VIII. Meeting was adjourned at 4:30 pm CDT.