



AMET BOARD OF DIRECTORS' MEETING
November 16, 2021
1:00 pm – 4:00 pm
Spring Lake C | Embassy Suites | San Marcos, Texas

- I. Welcome/Introductions
- II. Roll Call
 - a. Wendy Fort-Past President, Ellie Ross-President, Angie Balderrama-Treasurer, Graciela Avila-Vice President, Jo Ann Gonzales-Secretary, Sandra Vicencio-Parent/Community Engagement Advisor, Jaime Miranda-Higher Education Advisor, Kim Chapa-President Elect, Martha Hinojosa-Advisor for TEA Projects, Ken Schrader Executive Director, Alma Garica-ESC 1/Alice ISD, Maribel Gutierrez-ESC 14/Comanche ISD, Keilah Villarreal-ESC 11, Victoria Rivera-ESC 3, Tara Evers-ES 7, Gracie Garcia-ESC 5, Leonard Beles-ESC 8, Elizabeth Rangel-ESC 15, Albert Archuleta-ESC 6, Raquel Oxford-ESC 9, Jesus Navarrette-ESC 10, Brenda Thompson-ESC 5, Tonya Ramos-ESC 12, Marlen Gonzalez-ESC 13, Lus Chavez-ESC 16, Anna Minjarez-ESC 18, Timoteo Chaires-ESC 20/Eagle Pass ISD, Dinorah Cortinas-ESC 4, Marisol Mancha-7 Alt., Michelle Perez-ESC 11
 - b. Not present: ESC 17, Laura Zuniga-ESC 19, Maria Elena Cortez-ESC 1
- III. Approval of Minutes
 - a. Raquel Oxford made a motion to approve the minutes. Wendy Fort made a second to the motion. The minutes were approved.
- IV. Information Items
 - 2021 Conference Updates (registration numbers, program changes, etc.)
 - 175 registrations and 14 vendors; some cancellations of member registrations have already been determined
 - No program changes
 - Parent Virtual Sessions
 - Graciela Avila and Martha Hinojosa shared information about the virtual Parent sessions on Wednesday and Thursday evenings 5-6:30pm.
 - Professional Development Series
 - Wendy Fort shared information on the PD monthly series beginning in January 2022.
 - All paid participants will receive the Zoom links. WIX will likely send out those PD links. Ken and Wendy will send out those dates again.
 - Marketing for the PD sessions will be sent out after the conference. All sessions will be offered at the cost of \$100.
 - Other Items – 2021 AMET Conference
 - Jaime Miranda shared the Fun Run information for Wednesday, Nov. 17, 2021 7am. \$197 raised as a result of the Fun Run.

V. New Business

- AMET Membership/Regional Meetings and Elections
 - Ellie Ross shared the information for the meetings and elections.
 - Ellie asked the group to get the information back to her prior to the Business Session in order to recognize any changes to Regional Directors.
 - Table tents will be given to each region.
- Red Shirt Feedback
 - Photos will be taken of all Regional Directors and Executive Council members. These will be posted on the website.
 - Wear the red shirt on Thursday.
- Facilitating Duties and Training
 - Wendy shared information on the duties and responsibilities of those facilitating sessions.
 - The most important item in the packet is the attendance information for each session.
 - Be sure to give the presenter the Thank You Note.
- Scholarship Timeline
 - Kim Chapa shared the program description for the AMET Scholarship Program.
 - Changes to the program are in the transcripts-require the 1st semester of senior year and the timeline (Jan. 15-March 15) change to support the time needed for the most current transcripts and GPAs.
 - Anna Minjarez made a motion to approve the changes to the scholarship program. Timoteo Chaires made a second to the motion. The motion carried.
- Set Spring AMET Board Meeting Zoom Date
 - February 23, 2021 9am-12pm via Zoom; Calendar invitation will be sent after the conference.
 - 2022 Conference Theme Submissions
 - Kim Chapa shared the discussions that the Executive Council is having with planning the next conference-hosting at an ESC, a university, McAllen, SPI, San Marcos(Embassy)
 - The Executive Council will pull together data to present to the Board of Directors.
 - Raquel asked the group to consider the costs of travel. There is a great potential for coordination at a university for recruitment of our population.
 - Jesus Navarrete shared that AMET is their recruiters very much appreciate the face-to-face format due to the networking capabilities.
 - Leonard Beles shared that once virtual becomes an option, some supervisors will not allow their staff to travel.
 - Ken Schrader shared information about the budget constraints due to the loss that we had last year and the limited number of participants that registered for the conference this year. Funding has played the biggest role in our decisions for the current and upcoming conferences.
 - Tara Evers suggested that we consider one year face-to-face, the next year virtual, and alternating this each year.
 - Jesus Navarrete suggested that we look at other months and conferences that we are competing with.
 - Raquel and Kim suggested that we collaborate with other conferences to coordinate the same week at the same location.

- Sandra Vicencio shared her thoughts on collaborating with community entities for funding, donations, etc.
- Once we have options, we will send out a survey to the BOD to get feedback.
- Ken asked the group to send information to him on any potential sponsors for the conference or scholarships.

VI. Committee Updates/Chair Assignments

- By-Laws – Wendy Fort, Chair
 - No report
- Nominations/Elections – Graciela Avila, Chair
 - Graciela Avila shared the information from the by-laws on the nominations for the elected positions. Graciela Avila was nominated for Vice President and Angie Balderrama was nominated for Treasurer.
- Fundraising – Angie Balderrama, Chair
 - Angie shared information about the Dinero for the Sombrero.
 - \$10 in lotto tickets from each regional director/\$10 gift card
 - Tickets will be sold at \$1 each or in bulk.
- Awards – Jaime Miranda, Chair
 - Jaime asked the group to visit with him on how to increase the number of nominations for the awards.
- Scholarship Committee-Kim Chapa, Chair
 - Kim shared that there were only 43 applications for the 2021 scholarships.
 - Leonard asked the group to look at the percentage of students from each region to award a percentage of the scholarships to each region.

VII. Other

- a. Ellie thanked Marlen Gonzalez for stepping up to help with the marketing efforts with Univision and local radio. The ESC 13 planning committee, Marlen, Marquita, Amy, and Noami were part of the committee.
- b. Ken thanked Wendy and Ellie for all of the work they put into the conference.
- c. Raquel Oxford asked the group to consider setting aside funds on a weekly basis. We have the potential to raise enough funds for an additional scholarship.
- d. Ken asked the group who will be working registration to meet at the registration table before we leave.
- e. AMET Dinner @ 510 Hull St., San Marcos, Black's BBQ, buffet style dinner, 5:30 pm

VIII. Adjournment

- a. Maribel Gutierrez made a motion to adjourn. Anna Minjarez made a second to the motion. The meeting was adjourned at 3:45 pm.

If, during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting, the board will conduct a closed meeting in accordance with the Texas Open Meetings Act, Government Code, Chapter 551, Subchapters D and E or Texas Government Code section 418.183(f).