



AMET BOARD OF DIRECTORS' MEETING
November 15, 2016, 1:00 p.m. – 5:00 p.m.
Hilton Garden Inn Hotel, South Padre Island, Texas

I. WELCOME/INTRODUCTIONS

Linda Aranda opened the meeting at 1:10 p.m.
Wade Burroughs blessed the meeting.

II. ROLL CALL

Jo Ann Gonzales, AMET Secretary, conducted a roll call and reported to the president that a quorum is present.

Officers Present: Linda Aranda (President); Omar Chavez (Past President); Mary Castañuela (President Elect); Jo Ann Gonzales (Secretary); Yolanda Rollins (Treasurer); Tomas Yanez (Advisor); Maria Garcia-Guzman (Advisor); Sigi Huerta (AMET Executive Council Advisor) and Jaime Miranda (Advisor), Wade Burroughs (Executive Director)

Regional Directors Present: Arminda Ramirez (ESC 1), Laura Cantu (ESC 2), Manuela Sanchez (ESC 3), Ana Llamo (ESC 4), Brenda Thompson (ESC 5), Christoval Pena (ESC 6), Leonard Beles (ESC 8), Rickey Santellana (ESC 9), Diana Sanchez (ESC 10), Aurora Martinez (ESC 11), Terry Arndt (ESC 12), Danet Suarez (ESC 13), Mary Jo Beard (ESC 14), Monica Diaz (ESC 15), Margo Knox (ESC 17), Angie Balderrama (ESC 18), Laura Zuniga (ESC 19), Patricia Martinez (ESC 20)

Guests Present: Ken Schrader (2017 AMET Executive Director), Tonya Munoz (ESC 11)

Members Absent: Sondra Burroughs (Executive Director), Sheila Thrash (ESC 7 Regional Director),

III. APPROVAL OF MINUTES

Feb. 21, 2016 AMET Board of Directors' Meeting minutes; changes: Sigi-Region 13 – Magie Gaytan was to be a Proxy – Guest & not regional director; Region 11 – Tonya Munoz was present (no one listed); Yolanda Rollins made motion to approve, Brenda Thompson 2nd, all approved - motion carried

IV. OLD BUSINESS

- Introduction of New Executive Director/Farewell of Wade and Sandy Burroughs
 - Wade and Sandy Burroughs will fulfill contract & approved extension of contract until Jan. 31, 2017 to finalize transfer of duty to new ex. Dir. To Ken Schrader; farewell to Wade & Sandy, 8 years of dedication to AMET; Ken Schrader-Executive Director beginning Jan. 1, 2017; ACET director for past 7 years, retired & timing was proper to fill the ex. Dir. Position for AMET; 1st experience with AMET
 - Wade spoke about working with the group being a blessing, regional directors work hard to make conference possible, Exec. Council are great to work for; thankful for the opportunity

- to work with AMET; Teresa Short spoke about Sandy's appreciation of everyone's well wishes
- Teresa Short-1st conference, excited to help and be on board
 - Linda-Teresa was hired in Jan. 2016 as webmaster; tremendous help to all technology and website, registrations, e-blasts; we will discuss extension of the contract; so much involved in putting on the conference, email any information needed or seen on the webpage for AMET that needs to be updated or changed
 - Sigi Huerta-Motioned & proposed to group to make Wade & Sandy Burroughs lifetime members of AMET, Ana Llamo 2nd the motion, motion approved
 - President-Elect, Vice-President, Secretary, Parliamentarian Appointments
 - Linda-Idalia Ibanez went to work for TEA and resigned from President Elect position, Mary Castañuela took the President Elect-coordination of planning committee, voted position for 2 years and then steps into President, Linda will step down & Mary will become the President; commitment is for 6 years, Vice President vacancy was filled by Wendy Branstine; Rachel Morales at Region 20 went to work for Project Smart and could not continue as secretary; Jo Ann Gonzales stepped into the position
 - Nominations for New President-Elect and Secretary
 - even # Reg. Dir. Positions are up for election, also the President Elect & Secretary were posted; submitted by Nov. 4, 2016; committee has to research that these folks have been members for 2 years & have approval by their supervisors; 1 nominee-Ana Llamo-Pres. Elect; 1 nominee-Jo Ann Gonzales-Secretary
 - even # regions will be elected as needed; Wade-member does not need to be present to be elected; alternate does not have to complete a form, alternate does need to be submitted on meeting notes; directors & alternate lists are being passed around for updates; program agenda & meetings will be AMET Membership Meetings-not just regional staff-all region staff; name tags & red shirts needs to be worn by regional director
 - Thank you notes to be signed by all
 - 2016 Conference Review
 - Wade-planning time; totes are done; attendance by OME, Roger Rosenthal, TEA-Susie Coultrass expected; more than 500 expected at conference
 - facilitators can call Wade or Linda or Sigi or Mary if anything is needed during conference
 - Fundraising and Door Prizes
 - Yolanda Rollins-prizes & items to conf. center by noon-bring at 9am earliest
 - T-shirts –regional directors
 - Send a Thank you to Calina Mishay for use of artwork
 - Changes to Program
 - Linda-look through program for any mistakes with rooms, names, grids; let Mary or Linda know so that they may announce this at assembly; p. 5 and p. 7 was moved to Room 202-70 parents have signed up for this Parent Academy; p. 22 translation equipment will be available; Marlin Perez & Ana Granados were removed as translators due to scheduling conflict; p. 22 session 15-no translator available; p. 23 session 34 will not have translation; p. 59 Sigi Huerta's title should be AMET Executive Council Advisor
 - Other Items
 - ppts to be shared with Teresa-have Mary email the presenters to email their presentation to the webmaster; Leonard-make a link on web link to upload a ppt; Teresa will make instructions to presenters to send or upload ppt

V. NEW BUSINESS

- AMET Membership Meetings, Elections, and Feedback (Red Shirt)
 - Linda-Thursday morning meeting, feedback page discussed-how to better communicate with regional district staff-will be given out on Thursday
- Facilitating Duties and Training
 - Linda-facilitator list reviewed along with facilitator assignments; switches on grid were updated; Linda-ppt on duties & training, tally evaluations-may go to registration area to tally; facilitator packet has instructions; yellow manila folders; be sure all equipment is ready to go, be sure power cords are left; encourage presenters to use the microphone; white copy of evaluation stays in folder, yellow goes to presenter with thank you card
- Number of Scholarships for 2017
 - Wendy Branstine-explained how alternates were chosen, worked with regional directors to find those recipients that were not returning information; thanks given to readers of scholarship essays; training is provided; application history; scholarship application-application states "current COE"-what is considered a "current COE"?
 - Tonya Munoz Region 11 & Linda Aranda stated that we serve students through the semester
 - Sigi Huerta-at one time the students were eligible for scholarships if they have been migrant in high school
 - Rickey Santellana-suggested we use TEA's definition of migrant & current COE
 - Mary Castañuela -eligibility for any high school student with eligibility during any moment during their high school year
 - Ana Llamo-within previous 36 months
 - Wendy Branstine-needs AMET Board of Directors to make determination of eligibility to be senior year,
 - Motion made by Matthew Chavez to be eligible at any time during year
 - 2nd made by Danet Suarez-Motion carried for any student in final high school year with eligibility during their final high school year is eligible for the scholarship
 - all fundraiser money goes toward scholarship fund
 - Linda-vendors must contribute by paying for booth, present or registration; donate toward scholarship;
 - Linda-Vote for # of scholarships to distribute-Sigi Huerta mentioned that those in charge of the budget need to give input since a non-profit cannot keep above a certain amount, Feb. meeting directors can discuss increase or decrease of scholarships
 - Margo Knox-Region 17-percentage of profits to be awarded each year as opposed to a specific number
- Recruitment and Retention of Membership/Conference Attendance
 - Linda-profit margins, history of AMET conferences began 2008, profits increase when we are at the island; Omar-costs margin decrease due to food costs
 - Linda-charged group with discussion with regional meetings to ask with ideas on how to advance membership & conference attendance
 - Aurora-how many corporate members-Wade-none; discussion focused on gaining membership within region, HEB & Kiwanis club-typically donate; Maria Garcia-Guzman-contact local Kiwanis or local donation by region; Rickey Santellana-local district to donate; Sigi Huerta-each region to donate or award to a student from their own region; Maria Garcia-Guzman-locally given by the Kiwanis; Linda-Region 6 gives out 2 region scholarships within their own region;
 - Linda-bring list of what is done locally to improve attendance & membership

VI. COMMITTEE UPDATES/CHAIR ASSIGNMENTS

- By-Laws (Tomas Yañez, Chair)
 - Tomas Yanez-approved by Ex. Council-updated & amended; pg. 5 F. Executive Council change to “The President may appoint past-presidents of the organization to become members of the Ex. Council with approval by a simple majority of the current Executive Council.” Linda-change made due to allow guidance from someone with experience to guide the current president instead of making decisions without guidance or experience; Tomas-look through by-laws as these are for the whole group
- Nominations/Elections (Mary Castañuela, Chair)
 - 2 nominations-1 per position
- Awards (Maria Garcia-Guzman, Chair)
- Scholarship (Wendy Branstine, Chair)
- Fundraising (Yolanda Rollins, Chair)
 - Tomas-organizations have money that they need to get rid of; contact local entities to see if they have funding to see if they have funds that they need to legally give away
 - *Added to agenda* Linda - Venue & location of next AMET directors’ meeting-Sunday, Feb. 26, 2017 4-8pm in conjunction with TMIP face to face meeting or TEA/ESC coordinated meetings-will be late spring; Jo Ann & Sigi-Too many unknowns as TEA has not set their agendas & meetings dates; Sigi & Mary-earlier travel on the day prior to TMIP is easier than an independent meeting; Mary-will survey the group with time-Brenda Thompson made motion to keep Sunday before TMIP Feb. 26, 2017; 2nd the motion Rickey Santellana; Motion approved by the group

VII. ADJOURNMENT

- Linda Aranda made closing remarks & thanks to all for attendance
- Rickey Santellana made motion to adjourn; Sigi Huerta 2nd the motion
- Meeting adjourned at 4:47 p.m.