**MASPA Executive Board October 28, 2016**

Tom, Mike, Brad, Craig, Marianne

1.      Website Update -  Stirling populated the database with last year’s members. Stirling set it up so that only brand new districts would use the website to register. Tom said that wasn’t going to work. Now resolved. Membership works – additional cost – purchased by volume. When they loaded all districts in, we’ve used 140 memberships, we only had room for 10 more, so all others trying to register, we bumped it up to $300. Because Stirling autoenrolled more than they should have. Big problem with invoices. Now resolved, correct amount with tax ID number.  Email system, access only went to Tom, Stirling has been working on this because Tom has a FT job. Tony asked if he could shut off the listserv. We’ve always had trouble with membership renewal. System will send an invoice every 30 days if they don’t pay.  One big problem was $47.50 invoices sent from system.  Board will request another one hour training on how to use the website.  Tom will send login info to all Board members.

2.      Treasurer’s Report Food cost double today. Funds are low because we haven’t been receiving dues due to website issues. This is Mike’s last year, so we need a treasurer. Perfer someone with financial skills. Spreadsheet knowledge.

3.      December 9th meeting – coming together

January 27th meeting , Julie Moore – investigations.

Confirmed for Law Day at Verve. We’ll invite vendors. We’re not sure how much to charge for a table.

4.      Brad will retype bylaws then we’ll decide what to keep, change or add. We need to be able to add board positions as we deem necessary. Changes presented at Law Day.

5.      Tom will contact Don re a date for his retirement celebration

6.      Vendors to advertise on website – combine with a table at law day. Tom will follow up.

7.      Tom contacted Middlesex Community College about offering a program to MASPA members. She said she’d be very interested. We need just enough people. It’s expensive – SHRM $495 fer fee plus paying SHRM to take the test $400? We need a price tag to put out there.

8.      Human Resource Academy – We could offer this as well as SHRM. Could be separate groups – run simultaneously in same location.  Next year.

**MASPA  Executive Board 9/23/16**

Tom Campbell, Craig Hardiman, Michael Cassidy, Marianne Davis

Website live on September 30

We need a date to train officers on how to update it.

Cyberspace design pays for use of listserv and Website up to $3500 per year.

We used to pay $2,500/yr.

We have been using the site and listserv since July 1, 2016. Cyberspace could have shut down our service when we didn't pay.

Tom recommended paying $1,750 and move on.

Unanimously agreed by board.

Michael distributed the financial report. Auditor has our information.

Needham has made photocopies for past 3 years. They are going to start invoicing MASPA for copying costs of handouts for meetings.

3.  Michael will be focusing on his role in MASBO next year. We need to find someone to take over.  And they need to be able to spend time with Mike learning the ropes.

4. Meeting dates for 2016-17

Dinner with Mary Clement on October 27th at The Inn at Hastings Park with members of the Executive Board.

Tom trying to get an attorney for the investigation session.

March 17 Law Day

Verve for Law Day in Natick

We need to figure out how much to charge vendors to be at Law Day and to advertise on our new website. We'll try to find out how much MASBO charges vendors at conferences.

5. We need to amend bylaws to provide for 2 vice presidents.

6.  MPDE wants sponsorship for their conference. Financial support.

MASPA is funded by member dues paid by our school districts. Is it fair to use our dues money to fund this organization. Unanimously voted against.

7. Dinner for Don. We'll plan to give hi a $100 gift card for a dinner.

9. Fee for vendors to advertise on website.

10. SHRM certification -  A certified instructor is willing to teach this course for MASPA. $2,000 and members pay themselves. We need to find out more about her costs. Tom will look into it.