**Association for the Study of African American Life and History**

**Executive Council Conference Call**

**Minutes**

**January 30, 2014**

The meeting was call to order by President Scott at 8:06 p.m. The Conference call was held on Free Conference Calling at 218.862.1300 Access Code 214242. The following Executive Council members were on the call: Jim Harper, Lionel Kimble, Janet Sims Wood, Daryl Scott, Paula Seniors, Zende Clark, Annette Palmer, Kenya King, Gladys Gary Vaughn, Troy Thornton, Sheila Flemming Hunter, Monroe Little, Greer Stanford-Randle, Dorothy Bailey, Sylvia Cyrus.

The Minutes were presented by President Scott for approval.

***It was moved by Sheila Flemming Hunter and second by Jim Harper to accept the minutes with the corrected date and the change in the heading***.

**Vote Unanimous**

The Virtual Vote minutes are attached.

***It was moved by Sheila Flemming Hunter and second by Monroe Little to accept the minutes of the Virtual Vote.***

 **Vote Unanimous**

**President’s Update President Scott**

The class of 2016 was welcomed to the board by President Scott. President Scott shared with the Council that the financial status of the organization is tenuous however we have successful events and a stable membership unlike the organization of the past. At this time we have challenges however our challenges stem from our efforts to institute improvements to sustain the organization. As we move forward we will be mindful of our programs and dependence upon sponsorship.

Our strength is that we occupy a middle space with support coming from the academy and from the membership. The Academy may cease to be the major source of revenue however we are now a part of the combined Federal Campaign which may serve as a growing source of revenue as we move forward. There is a financial challenge that will consume a lot of our time as we move forward. It’s a multifaceted issue that we will work to overcome as we move into the 21st Century.

**Appointment of Council Member President Scott**

President Scott opened the floor for discussion for on the appointment of Gilbert Smith to the Executive Council.

***It was moved by Sheila Flemming-Hunter and second by Jim Harper that we appoint to the Executive Council Gilbert Smith, as the corporate member.***

 ***Vote: Unanimous***

**Treasurers Report - Year in Review Troy Thornton**

The total cash available at December 31, 2013 is $256,438. Approximately $164,500 of the total cash balance is obligated to future grant expenditures and $92,000 is available for general operations. The accounts receivable balance at December 31, 2013 is approximately $55,000 compared to $41,000 at December 31, 2012. At December 31, 2013 the association’s liabilities are $31,000. The liabilities consisted of accrued salary and accounts payable.

At December 31, 2013 the association’s net assets are $299,670. Approximately $164,500 of the net asset balance is restricted for use in meeting future grant goals and objectives.

The association raised $919,255 against total expenses incurred of $1,098,121 which generates a deficit from operations of $178,866. For the twelve months ended December 31, 2012, the association raised total revenue and support of $1,122,684 against total expenses incurred of $1,095,558 which generated a surplus from operations of $27,126.

The components of revenue and support were grants and contributions, convention, luncheon, membership dues, publication sales and other income. The three largest categories of expenses were personnel, convention and luncheon. Approximately $164,500 of the association’s net asset balance is restricted for future grant expenses.

We raised less money in 2013 than we spent. The gap between yearend 2012 and 2013 is approximately 200,000. The items that bring in the most revenue are the convention, the luncheon and the publications. The largest expense items mirror the revenue items the convention and the luncheon. Additionally, we hired a development staff person and last year was the first full year of her employment. This position also increased the expense for personnel.

Membership Revenues down $ 13000

Speakers Bureau $9000

Employee Benefit $14,000

If you net the plusses and minuses against each other we get a deficit of almost $200,000. We had some unforeseen expenses relative to the database implementation, while this won’t be a consistent problem it has impacted the bottom line. The story for 2014 is we must raise more than we spend and as the development committee reports

Everyone will need to view their role on the executive council as what can I do to help drive new revenue.

A discussion took place regarding the loss of revenue on the conference. Revenue loss can be attributed to several factors: membership is down $12,000 therefore there were fewer members to attend the conference, the sequester prohibited government workers from attending the conference as a function of their work responsibility, the location of the conference due to the ruling of Trayvon Martin case and the call for African Americans to boycott Florida due to the Martin verdict.

President Scott also shared that we can no longer depend upon corporate sponsorship to fund our conference.

**Nominations Committee Annette Palmer**

A written report was submitted.

The committee undertook some tasks during the first month of the year. A mini orientation was held for the new members of the Council. The second part of the orientation will be held on February 21st prior to the Executive Council meeting.

The Nominations section of the handbook was reviewed. The committee is also planning to meet to discuss the skill set that we need for the Council. We are also considering electronic voting. We are aware that people with the following skill sets/occupations are needed: an attorney, people with marketing skills and scholars. Nikki Taylor and Reverend Adams have been recommended by President Scott. Council members are asked to consider candidates for the Council with that skill set mentioned.

**Luncheon Committee Sylvia Cyrus**

The Luncheon donation of $300 is due on or before February 1, 2014. Council members were asked to encourage their friends and families to attend the luncheon. The members of Omega Psi Phi have promised their support again this year. Our Mistress of Ceremonies will be A'Lelia Bundles. The guest speaker will be Dr. Raymond Hrabrowski. We will have over 40 authors and 41 vendors.

The Memphis Convention Bureau is hosting a reception for the Executive Council after the Council meeting. The reception will begin at 6:00 p.m.

The White House has contacted us to discern if February 20, 2013 is a good day for the White House event and they are considering using Our Veteran’s of Color Documentary. This invitation is based upon a relationship that Kenya King has established with the White House Staff.

**Awards Committee Dorothy Bailey**

**A written report was submitted.**

We have 10 Awards recipients for the Living Legacy Awards which will be presented at the ASALH 2014 Luncheon. The honorees are as follows:

Dr. Charlene Dukes, President, Prince George’s Community College, Landover, MD

Mr. Geoffrey Canada, President & Chief Executive Officer, Harlem Children’s Zone, New York, NY

The Honorable Patsy Jo Hilliard, Former Mayor East Point, GA and CEO of Waset Educational Production Company

Dr. Gloria Jean Watkins (pen name Bell Hooks), Social Activist, Educator and Author, Berea College, Berea, KY

Dr. Freeman A. Hrabowski III, President University of Maryland Baltimore College, Baltimore, MD

Dr. Velma Lois Jones, Educator & Former President of Tennessee Education Association, Memphis, TN

Mr. Wyman Jones, Music Educator, Springbrook High School, Silver Spring, MD

Dr. Joyce A. Ladner, Sociologist, Education Administrator and Author, Washington, DC

Dr. LaSalle D. Leffall Jr., Surgeon, Oncologist, Medical Educator at Howard University School of Medicine, Washington, DC

Dr. Reginald L. Weaver, Educator & Former National President of National Education Association, Washington, DC

Dr. Raymond A. Winbush, Social Justice Activist, Director of the Institute for Urban Research at Morgan State University, Baltimore, MD

Another award to be presented at the luncheon will be the Council Award of Special Recognition to Professor David C. Driskell, Scholar and Artist, The David C Driskell Center, University of Maryland, College Park, MD.

The committee is considering changing the criteria for the Bethune Award. The committee is open to suggestions regarding the revision of the criteria for this award.

**Academic Program President Scott**

The Academic Program has been developed. We are moving forward with developing the plenary session for the conference.

**Centennial Committee Sheila Flemming-Hunter**

**A written report was submitted.**

The committee is moving forward with the 1915 club. The past presidents have been contacted. The contribution has been made by Bob Harris who has paid half of the contribution. The report contains a list of the work that needs to be completed.

President Scott shared that what was not funded in 2013. Anything that we do for the Centennial is basically deficit spending. The Centennial will serve as a means for raising money to sustain the organization. The funds raised moving forward cannot sponsor the party.

What we do in Chicago will have to be sponsored by the Chicago Branch. We will be invited guests and participation will at an individual expense. This event will not be included as a budget item within the 2014 budget. Lionel Kimble, board member and President of the Chicago branch is spearheading the Chicago event.

***It was moved by Sheila Flemming-Hunter and second by Monroe Little to adjourn the meeting at 9:36 p.m.***

**Vote: Unanimous**

**Association for the Study of African American Life and History**

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**January 30, 2014**

**Action Items**

1. *It was moved by Sheila Flemming Hunter and second by Jim Harper to accept the minutes with the corrected date and the change in the heading*.

Vote Unanimous

1. *It was moved by Sheila Flemming Hunter and second by Monroe Little to accept the minutes of the Virtual Vote.*

 Vote Unanimous

1. *It was moved by Sheila Flemming-Hunter and second by Jim Harper that we appoint to the Executive Council Gilbert Smith, as the corporate member.*

 *Vote: Unanimous*

1. *It was moved by Sheila Flemming-Hunter and second by Monroe Little to adjourn the meeting at 9:36 p.m.*

Vote: Unanimous

**ASALH Executive Council Committee**

**Minutes for Virtual Vote**

The following option was presented to the Executive Council for an email vote:

**Conference Site Report Sylvia Cyrus, Executive Director**

Attached is my report regarding the site for the 2014 conference. I have spent the last few weeks thoroughly reviewing and negotiating the details from the great destinations that responded to the RFP. As a result, I am recommending that the 99th Annual Meeting and Conference be held in Memphis, TN from September 24 - September 28, 2014.  Memphis has provided the best proposal and I think that our members will be interested in going there.  The remaining viable sites will be considered for the 2017 conference. As you are aware, in 2015 we go to Atlanta and in 2016 will go back to Richmond.

Our governing documents require that you vote on this matter.  Please read my report and get back to me with any questions that you may have. I will tally all of the responses that I receive by Wednesday, November 6th.  If the majority of the members of the council agree to accept my recommendation the records will reflect this decision and I will move forward with our plans.

Please reply back with either Option One or Option Two by Wednesday, November 6th.

1. You accept my recommendation to go to Memphis (Option 1)

2. You prefer to hold a conference call regarding this matter on Thursday, November 7th at 7:30 p.m. (Option 2)

If I do not receive a response from you by November 6th your response will be recorded as being in agreement with recommendation.

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| Derrick | Alridge |  | Michael | Murphy |  |
| Dorothy | Bailey | option 1 | Gina | Paige | option 1 |
| Kathleen | Bethel |  | Annette | Palmer | option 1 |
| Roy | Betts | option 1 | Randy | Rice | option 1 |
| Zende | Clark | option 1 | Daryl | Scott | option 1 |
| Sheila | Flemming-Hunter | option 1 | Paula | Seniors | option 1 |
| Bettye | Gardner | option 1 | Janet | Sims Wood | option 1 |
| Gladys | Gary Vaughn |  | Troy | Thornton |  |
| Edna | Green Medford | option 1 | Shukree | Tilghman | option 1 |
| Lionel | Kimble | option 1 | Juliet | Walker |  |
| Kenya | King | option 1 | Carlton | Wilson | option 1 |