

TASSCUBO Executive Committee Conference Call Proceedings
November 10, 2010

Attendees: B. J. Crain, Randy Wallace, Gary Barnes, Hugh Ferguson, Wayne Beran, Juan Sandoval, Calvin Jamison

Not Participating: Bob Brown

1. Primary Members' Retreat Review
 - a. The committee discussed the retreat—what went wrong and what went right. The evaluations were positive on location and subject matter topics. Several comments were made regarding the value of the round table discussions.
 - b. CPE forms were completed and distributed within 48 hours after the conference—many thanks to Bob Brown and Tammi Thompson
2. Financial Report
 - a. Randy Wallace reported a cash balance of ~ \$127,000
 - b. Annual dues had not been rec'd from 4 members—B. J. will send the third request to these 4 members
3. 2011 Winter Conference
 - a. Hotel-Gary Barnes reminded the committee that the conference would be held at the Westin Domain in Austin on February 20-22, 2011. Hotel deadline for room reservations for the conference is January 31st so we need to get communications out quickly regarding the conference. It was decided that only a reception on Sunday evening (5:30pm to 7:00pm) would be hosted by TASSCUBO (no reception on Monday evening). Since the state rate is \$104/nite, Gary requested that TASSCUBO supplement the hotel charge of \$129/nite by \$25. This would require TASSCUBO pay \$50/participant for the hotel supplementation. This request was approved. Also, it was decided that anyone NOT staying in the hotel would be afforded a discounted registration fee (\$50 off).
 - b. Registration-Randy Wallace reminded the committee that the registration fee for the conference was \$350 for early registration and \$375 for registration after February 14th. Randy will prepare the registration form for review and distribution.
 - c. Sponsorships-Since this will be Calvin Jamison's first time to handle sponsorships, information needs to be provided to him to assist with this process.
 - d. Program-Juan Sandoval requested committee members to provide him with presentation/speaker ideas as he works on the agenda. It was decided that we would continue to have the committee meetings as a part of the program (one Monday morning, one Monday afternoon, one Tuesday morning). Topic suggestions included a legislative update, budget reductions and budget transition strategies as roundtable discussions.
 - e. Communications-we will get a preliminary announcement out (without agenda) as soon as possible with the formal announcement (with agenda) to follow no later than mid-December.

- f. Executive Committee will meet from 4:30 to 5:30 prior to the reception Sunday evening. Place to be determined.
4. CPUPC Financial Review
Bob Brown completed the CPUPC review with no problems.
5. Website-Update
Bob Brown continues to work on updating the website and has made significant progress to-date.
6. Position Descriptions
B. J. asked that each executive committee member provide her with the position descriptions that have been developed for the executive committee positions.
7. By-Laws
Calvin Jamison is reviewing this information and will bring recommendations to a later meeting.