**Eastern Educational Research Association**

December 2020 Board Meeting

Held virtually on December 7, 2020 at 1:00 pm

**Agenda**

 Attendees: George Watson, Shawn Fitzgerald, Jia Grace Liang, John Flynn, Jason Schenker, Willy Williams, David Tolliver, Roofia Galeshi, Beena Achhpal, Iman Chahine, Carol Watson, Kenda Grover, Tracy Butler, and Kristen McHenry

**Call to order**

**Introductions**

**Executive Committee Reports**

1. President’s Report – George Watson
	1. We are having a virtual conference in February, hosted my Marshall University using Microsoft Teams.
	2. We will train presenters on Microsoft Teams, and room moderators/session chairs.
	3. We will have some limited tech support.
	4. Excited by number of proposals submitted.
2. Past President’s Report – Shawn Fitzgerald
	1. Shawn was having connection issues
3. President-Elect/Conference Chair Report – Jia Grace Liang
	1. Kudos to George for his work on the conference.
	2. Had a good number of proposals submitted – total is 214.
	3. So far, 40 have been accepted.
	4. Orlando had 240 proposals submitted.
4. Vice President for Conference Planning – Jessica Bucholz
	1. Jessica could not attend.
5. Treasurer – John Flynn
	1. We have a little over $43,000 in the bank. Down about $7000 from this time last year.
	2. No longer with Wells Fargo – Switched to TIAA banking, which eliminated hundreds of dollars in fees. Downside – no TIAA machines to go to.
	3. Annual expenses close to $10,000. Tend to break even at conferences. Without doing something different, bold or innovative, in 4-5 years EERA will be out of money. Where can we raise/save money?
		1. Silent auctions?
		2. Fund raisers?
		3. Membership (separate from conference fees)? What will they get for membership?
		4. Grant opportunities? Funding organization?
		5. Vendors at conferences?
		6. Expand registration around country, since conference is virtual?
		7. We need to do something, or we will go broke. We need to start thinking about this now. Maybe have a meeting to specifically address this issue. If you have ideas, send them to George/Executive committees. Carol: Difficult to get companies to want to advertise at small, regional conference.
			1. We could have different fees from different types of sponsorship/advertisement.
			2. Grace: Need to think about the membership issue.
		8. Volunteer meeting after the first of the year to brainstorm ways of raising/saving money.

6.     Secretary – Jason Schenker

**Director’s Reports (if available)**

1. Director of Communications – Willy Williams
	1. He gets a lot of emails back after he sends out an email.
	2. Wants to create a newsletter, but needs us to send him stuff to put in it.
		1. Sometime in January
	3. Any issues with the website, let him know.
2. Director of Student Services – David Tolliver
	1. No report, but if there is anything he can do to help with the conference, let him know.
	2. Roofia: Are we doing the same sessions concerning applying for jobs, writing a cover letter, resume, etc.?
	3. We will have access to break-out rooms.
	4. Put all the special topic programs in newsletter.
3. Director of Divisions and SIGS – Roofia Galeshi
	1. Question: How are we going to advertise?
		1. Two sessions: 1) How to publish for graduate students 2) Effect of Covid on teachers, etc.
		2. Carol: How many presentations are geared toward Covid? Panel discussion on effect of covid on k-12 schools.
			1. 27 proposals have covid in title
		3. 3 past presidents submitted proposals related to Covid
		4. Keynote speaker also will likely speak on Covid
		5. Maybe session on Yoga to get people moving around.
		6. George: requesting ideas for break-out rooms, birds of a feather sessions, etc. Give to Roofia.
			1. Roofia: thinking about how to getting published, creating surveys, writing papers, Covid, etc. Anything you think our audience can benefit from.
4. Director of Membership – Beena Achhpal
	1. Thinking about membership fee
	2. Have not sent out any emails to universities, but will do so shortly
5. Director of Awards – Iman Chahine
	1. Already announced best paper/best graduate student paper – winners informed and working with Tracy and Kristen to get them published.
	2. Invite participants to submit papers from consideration for 2021.
6. Director of Hospitality and Conference Experiences– Carol Watson
	1. Mindfulness session – Mindfulness/Yoga break – Carol would be willing to do that.
	2. Need to think about the virtual socials.
		1. Beer with George/Cocktails with Carol
7. Director of Conference Special Programs – Kenda Grover
	1. Nothing add
8. JRE Editor Report – Tracy Butler and Kristen McHenry
	1. Special issue of the award-winning papers from our last conference in January
	2. Panel presentation at this year's conference on JRE.
	3. Already have our next call for manuscripts.
	4. Publishing our next issue after the special issue sometime in the spring.

**Old Business**

None

**New Business**

1. Board Elections
	1. Two are competitive
		1. Director of membership
		2. Director of student services
	2. Nominees need to write a couple paragraphs about who they are and what they intend to do with the position.
	3. Appointment positions have been reappointed.
	4. Hopefully get election started by end of the week.

15. 2021 Conference

16. 2024 Conference (potentially in Savannah, GA) discussion

 a. Had trouble getting out of that conference in Savannah

 b. Offered to reschedule conference in 2024 instead of paying fee of $16,000.

**AOB**

 17. What to do about no-show

1. Those who do not present may be barred from presenting from future conferences
2. Lead author must be registered by a certain date, or presentation will be removed from program.

**Adjourn**