

**VACUHO**  
**Governing Council Meeting Minutes**  
**1/30/04**

Council Members Present:

Chris Gatesman, D. Cole Spencer, John Evans, Maggie Evans, Melissa McDonald, Kelli Gosnell, Cliff Haynes, Mecca Marsh, Ray Plaza, Wendy Young, Gregg Czyszczon

President Report: (Chris Gatesman)

- Call to order at 10:30 a.m.
- Asked all group members to give personal introduction followed by favorite VASPA/VACUHO moment
- Asked all Board Members to write down what they believe to be the Mission of VACUHO
  - Common Themes
    - Create Professional Development Opportunities
    - Provide vehicle for connections across the Housing community
    - Involvement of Res Life community
- Review of Mission Statement as included in the Constitution
  - THE VIRGINIA ASSOCIATION OF COLLEGE AND UNIVERSITY HOUSING OFFICERS exists to provide an opportunity to college and university housing officers and student paraprofessionals for personal and professional growth through attendance at an annual conference and drive-in workshops. VACUHO will facilitate an exchange of ideas and dialogue with professional colleagues and among member Institutions.
- Reviewed each Board Member goals for 2004
- A final version of Goals will be returned by the President
- Board Members to be held accountable for Goals – Report expected on status of goals during VASPA/VACUHO conf. at Wintergreen in Nov. 04
- President will continue to communicate with board through email – please notify him if not best way to reach you individually.

Treasurer/Secretary Report: (Cole Spencer)

- Current Balance - \$1541.27
- Will search for better Banking Account (without montly fees) from National Bank
- To create a budget for 2004, **each Board Member needs to notify Treasurer with expected financial needs during the year – Due Feb. 20th**
  - Expected Credit: \$1,083 from RA Conference – to include the original \$500 seed money.
  - No outstanding debts

State Editor: (Maggie Evans)

- Goal for next SEAHO Report – 2 major stories from Virginia
- Deadline for submission is March 1<sup>st</sup>
- Spring Issue (preconference) will be available online.
- Service Award Nominations (17 – 2003) 28 for 2004 out of 42 schools

- VA had 18 programs submitted for SEAHO and 6 were accepted. A total of 102 programs were not selected this year, which is more than the total of applications in any previous year.
- Southern Placement Exchange will be March 11-14, 2004, Memphis. Last year there were 89 employers and 127 candidates
- Will look into possibility of updating VACUHO Logo.
- Future SEAHO locations
  - '05 Feb. 20-24 Jacksonville
  - '06 Feb. 21 – 24 Ashville, NC
  - '07 Feb. 20-23 Lexington, KY
  - '08 Georgia
  - '09 Mississippi
  - **'10 Virginia**

Past President: (John Evans)

- Pre-conference VASPA/VACUHO meeting to be held on Wed. Feb. 4, 2004

Sage: (Ray Plaza)

- VACUHO Website Domain good for 3 more years (2007)
- VASPA/VACUHO Budget for 2003 was explained in detail. Copies available

CHO Position: (Terry Durkin)

- Not Present

VACURH Advisor: (Jeff Howard)

- Not Present
- By Email:
  - VACURH Conf. to be held at UVa-Wise, Feb. 6 – 8
  - 11 schools in attendance from VA (1 from Alabama, 1 from Florida)
  - 15 bids for VACURH Board Member positions were submitted
  - Biggest struggle this year was proposals. 2 extended deadlines

Multicultural Outreach: (Ken Belcher & Mecca Marsh)

- Ken – Not Present
- Mecca – had to leave prior to report

Nominations/Awards: (Katrina Pawvluk)

- Not Present
- By Email:
  - Working to refine the election process for VACUHO
  - Looking into adding a graduate student award

Communications & Memberships: (Errin Jeffes & Jay Lambert)

- Not Present
- By Email:

- Letters have been prepared to send to all CHO's representing schools not in attending the VASPA/VACUHO Conference
- Letters have been prepared to the remainder of CHO's encouraging increased participation in VACUHO

Mentor/New Professional: (Kellie Gosnell)

- No Report

Research & Professional Development: (Jimmy Whited & Melissa McDonald)

- Possibly adding Research Page to VACUHO website

Grad Student: (Cliff Haynes)

- Constituion changes (proposed) to update Grad Position

RA Conference: (Wendy Young)

- JMU will not be seeking \$500 seed money for conference
- W&M conference will return the \$500 seed money and the \$583 profit

VACUHO Current Budget

**VACUHO Balance Statements  
January 30, 2004**

<b>Nov. 14</b>	<b>Prior Balance</b>		<b>\$3072.46</b>
<b>Debits:</b>			
<u>Date</u>	<u>Check#</u>	<u>Reason</u>	<u>Amount</u>
Nov 12	1004	Past President Gift	\$ 79.37
Nov 19	1005	Signs USA	\$228.22
Dec 1	1006	American Advert. Specials	\$239.60
Nov 31	-	Service Charge*	\$ 12.00
Dec 14	1007	VACUHO-VASPA Conf	\$960.00
Dec 31	-	Service Charge*	\$ 12.00

\* Once under \$3000, the bank charges a \$12/month service charge.

**Credits:**

None

**Credits Expected:**

RA Conf. Seed Money from Nov 2003 \$1083

**Outstanding Credit:**

VASPA/VACUHO Conference Profit ~600.00

- From Jim McConnell's Presidency
- Kathryn Hull Conf. Treasury

**Current Balance:** **\$1541.27**

NOTE: Erin Jeffes suggested that we should look into switching our account with Wachovia, which does not have monthly service charges.