

VACUHO Executive Council
Strategic Planning Meeting
Lynchburg College
June 9, 2006

Attendees: Chris Gatesman (Past President); Greg Naylor (President Elect); Ken Belcher (President); Elliott Chamberlin-Long (Secretary/Historian); Jerry Roeder (State Editor/SEAHO Rep); Holly Alexander Agati (Technology Coordinator); Jimmy Whited (Southeastern Regional Ambassador); Kim Shaffer (Central Regional Ambassador); Ryan Brown (RA Conference Chair); Kristen Cooper (Professional Development Committee); Salima Montes (VACURH Advisor); Aaron Smith (Graduate Student Representative); Robert Armstrong (CHO Representative); Lee Rowan (Facilitator)

Absent: John Smith (Southwestern Regional Ambassador); Chris Weathers (Northern Regional Ambassador); Clarence Chapman (Capitol Regional Ambassador); Tess Blethyn (Business Manager)

Call to Order: Meeting was called to order at 8:55 a.m.

Welcome and Introductions

Strategic Planning

- Ice breaker facilitated by Lee Rowan
- Evolutionary Idea—results of these will be compiled and distributed at September meeting
- “Celebrate What’s Right with the World” by Dewitt Jones
- SWOT Analysis (Strengths, Weaknesses, Opportunities, Threats)—results of these will be compiled and shared at September meeting

Rattus Gluteus Maximus Award

Presented to Jerry Roeder from Tess Blethyn via a letter read by Ken Belcher

Strategic Planning

- Being a leader in VACUHO is like ____ because _____. An activity to get the group back into a creative mindset after lunch.
- Action Item group work—results will be compiled and shared at the September meeting.

Current Business

Tess Blethyn—Business Manager

- Submitted a current budget (See Attachment A)

Ryan Brown—RA Conference Chair

- Shared hard copies of conference mailing

Holly Alexander Agati—Technology Chair

- Will be sending a request for updates for Institutional Resource Guide. Please direct this request to the appropriate person on your campus.

Jimmy Whited—VSSC Program Co-chair

- Please submit programs for conference. The deadline has been extended to June 12, 2006.

Next Meeting

Friday, September 8, 2006, at Virginia Tech

Attachment A

Bank of Virginia Account #004122606744

Tax ID #: 54-0912149

		Starting Balance		
19-Dec-05	\$ 4,634.38			
		Debits		
23-Jan-06	\$ 87.50	Sarah Wilcox - Best of VACUHO program		
23-Jan-06	\$ 87.50	Chris Elliott - Best of VACUHO program		
06-Apr-06	\$ 102.00	Michael's Crafts - frames for VACUHO member certificates		
13-Apr-06	\$ 500.00	CNU - Seed \$ for RA 2006 Conference		
17-May-06	\$ 53.37	Chris Gatesman - additional frames for VACUHO certificates		
17-May-06	\$ 283.60	Melanie Rowan - Graphic Designer for VACUHO certificates		
	\$ 1,113.97	Total Debits		
		Credits		
19-Dec-05	\$ 3,323.48	RA Conference deposit		
31-Mar-06	\$ 3,419.52	VSSC deposit		
31-Mar-06	\$ 495.50	Silent Auction proceeds		
	\$ 7,238.50	Total Credits		
		Reserve		
09-Feb-06	\$ 1,700.00	Scholarship Funds		
	\$ 1,700.00	Total Reserve		
		Ending Balance		
06-Apr-06	\$ 9,058.91			
		Anticipated Spending		
	\$ 500.00	VACUHO Awards		
	\$ 700.00	SEAHO Mid Year Conference		
	\$ 250.00	Printing/Supplies		
	\$ 200.00	BEST of VACUHO		
	\$ 200.00	Conference Program Lunch		
		Brochure Design		
	\$ 250.00	RA Travel Expenses		
	\$ 100.00	Technology		
	\$ 2,200.00	Total Anticipated Spending		
	\$ 6,858.91	Remaining Budget		

Respectfully Submitted,

Teresa P. Blethyn
Roanoke College