Executive Committee Agenda
Kansas Geographic Alliance
January 17, 2004
Colony, Kansas

In Attendance: Marilyn Bahney, Lynn Boitano-Thompson, Judy Dollard, Don Everhart, Deb Hamil, Elizabeth Vrabac, Sandy Wallace, Rose Wilson, John Heinrichs, Cheryl Heinrichs
Absent: Richard Kellogg

1. Welcome by Marilyn Bahney

2. Approved minutes from previous meeting

3. Additions to agenda
   - KCSS update
   - GAW
   - Supplement to KGA Policy Manual

4. Update on the NCGE conference by Don
   - NCGE annual conference will be held in Kansas City, Missouri October 20 - 24, 2004 at the Downtown Marriott. Members of the Kansas and Missouri Geographic Alliances will host Crossroads to Discovery. Don distributed informational brochures to all committee members.

   - KCSS extends their thanks to the KGA for supporting the fall meeting in Lawrence. September 26 and 27 is the date for the next fall meeting to be held in Topeka at the Historical Society. Presentations and/or topics of discussions will include: Brown vs. BOE; 100 years of Flight; Bicentennial of the Lewis and Clark Expedition. John moved that KGA donate $100.00 to provide coffee and cookies at the conference. Judy and Elizabeth seconded the motion. Elizabeth suggested that KGA's Fall Conference be held in conjunction with KCSS's meeting. Committee members felt that the KGA's Fall Conference should be held separate from KCSS.

   - A petty cash fund has been established at the Farmer's Credit Union in Hays, KS with a sum of $134.85. Names on the account are Drs. John Heinrichs and Paul Phillips. This account will only be used for small reimbursements for which there are no receipts.

   - The Alliance is in good financial standing at this time with $77,123.64.

6. Coordinator's Report - John
   - Membership status - 1,038 members
     - Financial status as of 1/15/04:
Account | Balance
--- | ---
Operating | $48,747.62
FHSU Endowment | $21,233.53
Streamshot | $6,986.32
Checking | $134.85
Petty Cash | $21.32
**Total Balance** | **$77,123.64**

- **Presentation of the annual report**
  John presented and discussed the KGA 2002-2003 Annual Report with committee members. The organization's focus for 2003-2004 will be to maintain its mix of quality programs, while developing new projects in the area of direct education and home school parents. An increased effort will be placed on KGA membership and member participation.

  - **Upcoming events**
    - John will be traveling to Washington D. C. at the end of January for the Alliance Coordinators' Annual Meeting.
    - **GeoPower Workshop** will be held January 24 &25 in Topeka. This workshop will be a standards bases literacy training session for elementary and secondary teachers. Approximately 511 flyers were distributed to all public schools in Shawnee County, as well as, private and parochial schools.

6. **Publications report** - Cheryl
   - **Geo Insights** was sent out on January 7, 2004.
     The new **KGA Membership Brochure** was distributed. Members looked a draft of the document and offer suggestions to improve its appearance.
   - **National Geographic Explorer** is an item that the teachers are wanting.

7. **Resource center report** - Cheryl
   - Cheryl has been extremely busy sending out materials to teachers.
     GeoPower flyers - 511 copies sent out.
     GAW packets - 218 sent.
     Insights - 44 copies.
     Maps - 1,079 copies
     Title I packets - 30 packets sent to Title I schools
       (Library Media Specialist)
     Streamshot Packets - 12
   - The KGA web page will be getting a new face-lift in 2004.

8. **Co-Coordinator's exit report** - Judy
- Judy will be stepping down as Co-Coordinator effective January 17, 2004. She plans to enjoy her retirement and travel with her husband, Eric.
- Judy will continue her work on the annual Geo-Bee in April and TCs on the Go.

10. **Standing Committee Reports**

- **Professional Development** - Deb
  - The Fall Conference was successful with approximately 30 attendees.
  - The PDC is busily working on the agenda for the Summer Institute. Some details still need to be finalized. The date for the Institute is June 7-24, 2004 in Hays, KS.

- **Membership** - Elizabeth
  - Elizabeth will bring the Mission Statement with her in April.
  - No further report was given.

- **Communications** - Don
  - The new Membership Brochure was shown and discussed during the meeting.

- **Public Relations/Fundraising** - empty chair
  - No report.
  - Sandy was has agreed to fill the position.
  - John discussed the strategy for KGA fundraising: 1) Corporate sponsors, 2) Grants.
  - Cheryl Heinrichs agreed to help as much as possible.

11. **Old Business**

- **GeoMobile**
  - John looked into the University helping with maintenance on a Geo-Van. The University was unable to provide the support. The committee discussed buying a hybrid and purchasing a maintenance policy. At this time, discussion ended.

- **Kansas Kids' Atlas**
  - Marilyn has a meeting with Scott at the Department of Commerce on February 16, 2004 to discuss the Kansas Kids’ Atlas. John has agreed to type a one page summary of the project for Marilyn to take with her. Rosie has agreed to go with Marilyn for this meeting.

- **Geo-Bee**
  - The 2004 Geo-Bee will be held in Abilene, KS at the Eisenhower Center. John will be the moderator for the final round. Sandy, Deb, Elizabeth, and Rosie volunteered to help at the Bee.

- **Retreat**
  - The committee has penciled in June 22-23, 2004 in Hays for the retreat. Committee members will leave the morning of the 24th for home.

- **Clay Jenkinson visit to Hays, KS**
  - Jenkinson, an acclaimed humanities scholar will present a portrayal of Meriwether Lewis and Thomas Jefferson at 7:00 PM in Beech Schmidt Auditorium in Hays, KS on February 18 & 19,
2004. KGA members are encouraged to attend.

**- Supplement to KGA Policy Manual**

John handed out the supplement document to the KGA Policy Manual. Committee members read through the document and made the following corrections under:

2) Financial: a) Reimbursements: ii) delete greater than $20.00.


2) Financial: a) Reimbursements: iv) add Liaisons to the KCSS shall also be entitled to reimbursement.

2) Financial: c) Pay rates for KGA employees: iii) add Bonuses for extraordinary work performances by student assistants may be approved by John and Cheryl.

3) Responsibilities: d) Executive Committee Chair: iii) add and minutes.

3) Responsibilities: d) Executive Committee Chair: vii) delete.

5) Committees: b) Standing Committees: v) Outreach Judy Dollard will chair this committee and Lynn and Sandy will assist.

**- Book Correlation Forms**

John passed out a book correlation form for Kansas Geography Standards. This form will be used to correlate KS Geography Standards with specific literary works. Cheryl will use this information to provide a list of literary resources on the KGA web page.

**- GAW**

Melanie Campbell's class won a $100.00 award for her entry into the PSA (Announcement) contest.

Quilt Blocks There were 70 to 80 entries in this year's quilt block contest. Winners were chosen from several different levels. John proposed that a quilt be created from the entries and displayed at KCSS and NCGE conferences. Don seconded the motion. Motion carried.

12. **New Business**

- The following places and dates were selected for Executive Committee Meetings in 2004-2005.

  April 2, 2004 - Abilene, KS
  June 23, 2004 - Hays, KS (Tomanek Hall)
  September 11, 2004 - Salina, KS
  January 15, 2005 - Kansas City, KS (Judy's house)

**- Level Awards for TCs**

John proposed a KGA Member Recognition Program to stimulate greater participation in Alliance events by members and to reward members for their volunteerism. Each committee member received an outline of the program. Three levels of recognition were suggested: Voyager (100 points), Navigator (200 points), and Trailblazer (300 points). Each year (at the Fall Conference) members would be
publicly recognized for their activities. A letter would be sent to the member's principal, a gift (such as an atlas, or NGS gift certificate) could be given, and perhaps support towards attending a national meeting. Committee members were in favor of the program, but decided to table a discussion until the next meeting.

- **NCGE Participation Incentive**

Deb proposed that KGA provide an incentive for members to attend the NCGE conference in October. Elizabeth suggested that perhaps the Summer Institute be canceled for this summer, which was nixed by John and other committee members. John moved that the Alliance reimburse the regular cost of admission for all active TCs wanting to attend the conference, but are they would be required to actively participate in the KGA Welcoming program Thursday through Saturday.

- **Replacement for Committee Member Richard Kellogg.** Richard will no longer be able to serve on the Executive Committee. Suggestions for a replacement included Alice King and Pam Keller. An invitation will be extended first to Pam Keller and then to Alice King.

- **Grosvenor Grant**

The details of the Grosvenor Grant have not been publicized at this time. Don submitted a request for KGA to back Main Street, USA that would allow him to apply for the grant. After a short discussion, John motioned that KGA would act as an encrusting organization of the Grosvenor Grant for Main Street USA. John would be responsible for approving/disapproving the details of support by the Alliance in time to meet the application deadline. Deb seconded the motion. Motion carried.

13. **Adjournment**

The motion to adjourn was made at 3:20 PM. The motion was seconded and carried.