

ACE NY Network for Women Leaders in Higher Education
Executive Board Meeting Minutes

August 22, 2008

PRESENT on conference call: Maryruth Glogowski, Judith Kirkpatrick, Sandra Susman Palmer, Clara Wajngurt, Katrina Zalatan

EXCUSED: Marguerite Buseti, Dolores Fernandez, Janet Glocker, Nancy Pringle, Marsha Jackson, Janet Roehr

Meeting was called to order at 4:00 p.m.

State Coordinator Maryruth Glogowski facilitated the meeting, addressing the following key agenda items:

1. **Review and approval of minutes of July 28, 2008**
2. **Treasurer's Report**
 - a. Janet Glocker's January-July 31st report showed that we have a combined balance as of \$10,097.32 but there is still an outstanding bill for the NYC LI spring conference.
 - b. We will need our treasury to support the upcoming conference and can no longer provide funds to the regions. Regional events must be self-supporting.
3. **Conference Report:**
 - a. Confirmed at Mercy College on April 3, 2009 (confirmed that adequate hotel accommodations will be available)
 - b. Theme: Dance of Leadership. Maryruth noted that national OWHE did not have information about the speaker, Robin Denise Johnson
 - c. **ACTIONS:**
 - 1) Judith Kirkpatrick to follow up with potential keynote speaker and report status at next conference call
 - 2) Board agreed that should send an electronic "save the date" announcement this fall, followed up by a postcard announcement (with more detail) during the first week in January and a subsequent reminder e-mail
 - 3) Board agreed that conference panel should include vice presidents across functions and at least one president
 - 4) Next step is to build budget – need cost estimates from Marguerite to do this
4. **Next Meetings:** Board agreed that conference calls were an effective way to meet.
 - a. Maryruth will send executive board members an updated schedule of planned conference calls.
 - b. Katrina will send Maryruth approved minutes to post on the NY OWHE website.

The meeting adjourned at approximately 4:30 p.m.

Respectfully submitted,

Katrina Zalatan
Secretary