

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

September 19, 2008

PRESENT on conference call: Janet Glocker, Maryruth Glogowski, Judith Kirkpatrick, Sandra Susman Palmer, and Katrina Zalatan

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

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 August 22, 2008.** Maryruth noted approved minutes are now being posted at www.nyacenet.org, and that the ACE NY spring 2009 conference “hold the date” has also been posted there.
2. **Conference Report:**
 - a. Conference arrangement details were discussed, including hotel reservation terms and food cost assumptions. Ideas about how to structure the panel and secure funding beyond current the current ACE NY budget were also discussed.
 - b. **ACTIONS:**
 - 1) Judith Kirkpatrick to have additional follow up with potential keynote speaker and report status at next conference call
 - 2) Maryruth to follow up with Marguerite about hotel reservation terms and food cost assumptions/arrangement
 - 3) Maryruth will talk with Marguerite to be sure the conference call schedule is workable for her to be involved in future conference calls, as she is the primary contact for the spring conference’s local arrangements.
 - 4) All members encouraged to think of ideas for sponsorship to increase conference funds available. Will discuss ideas during next call.
3. **Next Meetings:** Board agreed that a local arrangement committee should be established – to be discussed at next conference call.

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

Respectfully submitted,

Katrina Zalatan
Secretary