

Texas SandTray Association



Board Meeting Minutes
November 5, 2025 10:00 am Zoom Meeting

Executive Team & Officers in Attendance

	Taylor Vest, President	x	Aubrey Riddle, Secretary
x	Tracey Sadler, President-Elect	x	Ellen Meystedt, Public Relations
x	Karen Burke, Founding Advisor & Director of Curriculum	x	Joy Van De Hoef, Executive Assistant
x	Sheri Shulenberger, APT Reviewer	x	Chanda Esparza, Conference Chair

Welcome/Call to order The meeting was called to order by Karen Burke.

- Roll call of board members & establishing a quorum: Karen Burke chaired the meeting and established a quorum.

Review of Previous Meeting's Minutes

- Acceptance of, or amendments made to the October 8, 2025 meeting's minutes. Motion was made to accept, 2nd made, then a vote to accept.

Monthly Update:

Topic:	Notes:
Checking Account Balance	\$12,716
TSTA Active Members	84
CCST Active Certifications	64
Registered Agent Mail & Gmail	None
Executive Assistant - Other Business	Joy reported that UT processed payment and that the bill is due for the registered agent
Website/Social Media Updates	Unique hits 197, which is down 30%

Items Discussed:

Order:	Topic Leader:	Topic:
1.	Karen	Training exception request for Level 9 Karen had a trainee recently have to leave the last several hours of the TSTA level training due to a family emergency. She requested an exception to be made to offer her the ability to complete her time with an experiential homework assignment. Motion was made to accept, 2 nd made, then a vote to accept.
2.	Karen	TSTA Positions for 2026 TSTA is in need of and in search of a PR person. The board has identified a person for secretary and the current secretary will move to membership coordinator for the new year.
3.	Karen	Changes in staffing needs due to the new entity- Global Council Karen discussed the rolling out of Global Council (possibly January 2026) and the changes that will follow, the key difference is that Global Council, moving forward, will be housing the process of level trainings and certification. The board discussed how that will impact TSTA and the possibility of not needing a paid executive assistant or at least not at the level the current assistant has been working.

Next meeting:

December 1, 2025, at 10:00a.m. CST

Action Items:

No.	Action/Discussion	Who	When
1.	Karen and Ellen will reach out to a possible lead for PR to determine if it would be a good fit.	Karen and Ellen	ASAP
2.	Finalization of board positions for 2026 as well as redistributing necessary responsibilities.	Board	By next meeting



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