

Texas SandTray Association

MINUTES

Full Board Meeting

July 24, 2023

10:00 am

Zoom Meeting



Executive Team & Officers in Attendance

x	Sheri Shulenberger, President	x	Taylor Vest, Public Relations
x	Salina Loriaux, Past-President	x	Maria Vanillo, Executive Assistant
x	Karen Burke, Founding Advisor	X	Melissa Fleming, Conference Committee Co-chair
X	Michelle Beyer, President-Elect	x	Tracey Sadler, Secretary

1. Call to order: The meeting was called to order by Sheri Shulenberger.
2. Roll call of board members & establishing a quorum: Sheri Shulenberger chaired the meeting & established a quorum.
3. Acceptance of, or amendments made to the June 16 meeting's minutes: A motion was made to approve the meeting minutes from June 16, 2023. The motion was seconded and passed.
4. Monthly Update:
 - Financial: \$1,097.14
 - CCST/TSTA: CCST 59/CCST-T 33
 - Registered Agent/Mail update: No mail
 - Website: 193 site visits down 29%; 145 unique hits down 19%
1. Conference:
 - a. Title & theme of conference The board reviewed potential presenter proposals and discussed the order of their presentation. Theme was decided and approved: On the Road with TSTA/Next Stop: McKinney, TX.
 - b. Times of conference We have the venue from 8am-5pm. Conference time set for 9am-4pm.
 - c. Registration Maria to review previous forms and update website for registration.
 - d. Meals: Breakfast/Lunch Michelle is working on vendors for conference lunch.

- e. Conference fee The board proposed an increase in fees: \$165 member; \$200 non member. A motion was made to approve the conference fees. The motion was seconded and passed.
 - f. Hotel block Michelle and Melissa are working on hotel blocks for the conference.
 - g. PR blast Taylor is working on the Save the Date for the conference.
 - h. Silent auction Taylor, Michelle, Melissa, and Tracey are working on items for the conference silent auction.
 - i. Supplies from Austin to McKinney TBD after we determine what supplies the presenters need.
 - j. Assignment of duties Sheri will be in charge/taking care of presenters the day of the conference.
 - k. Presenters needs/supplies Need clarity if presenters have hand-outs; folders; supplies still needed; Maria to reach out to presenters.
 - l. Someone in charge of CEUs Maria will take care of CEUs for the conference.
 - m. Conference swag Michelle will be working on the SWAG bags for the conference.
 - n. Set up/break down All board members present will help with conference set-up and break-down.
5. General updates and next meeting scheduled for Friday, August 4, 2023 @10:00am CST via Zoom.

