



Executive Committee Meeting
Wednesday, December 1, 2021
Via conference call

Minutes

Call To Order

The meeting was called to order by Heather Miller, President, at 2:05 PM via video conference.

Present

Heather Miller, Matt Painter, Demetria Kelly, and Margaret Lomas Carpenter

Absent

Alisha Harrison, Jim Bynum, Victor Lopez

Old Business/President Updates (Heather)

- Approve minutes from October and November 2021 meetings
 - 1st: Matt; 2nd: Demetria; all in favor
- NAGAP Updates
 - Membership Fees
 - NAGAP is not in favor of charging membership fees for Chapters
 - The \$35 membership primarily supports the TxGAP website.
 - Other Chapters that charge membership fees were grandfathered in, whereas we are not grandfathered.
 - One thought was to have NAGAP charge Texas members a larger fee and have NAGAP forward those additional fees to TxGAP
 - NAGAP does not provide any monetary funds to support TxGAP
 - Website
 - Membership Database and Communication

New Business (Heather)

- Virtual Graduate Fair Recap
 - \$5780.00 revenue
 - 65 Universities/Programs participate
 - 177 Prospects

Financial Report (Matt)

- Monthly Update
 - Travel reimbursements were for when Heather and Matt met for bank signatures
 - AMEX statement will be in next month's statement which includes awards for outgoing President and VP

Committee Chair Reports

- Membership (Alisha)
- Communications & Marketing (Victor and Jim)
- Professional Development & Strategic Initiatives (Victor)
- Summer Institute (Demetria)
 - Site visit Thursday the 11th, facility is perfect
 - Heather met with Cynthia and toured the facility
 - Demetria will work with Victor to send out information for committee volunteers
 - Monthly meetings will need to be scheduled

Discussion Items

Margaret mentioned that she may be required to attend NAFSA's Conference from May 31 – June 3, 2022. She will update the team, but she will be available to help with the SI Committee.

Motion for Adjournment

A motion for adjournment was entered at 2:26 PM (1st: Matt; 2nd: Demetria; all in favor)



Financial Update: November 2021

Beginning Balance – 11/1/2021

\$48,463.64

Ending Balance – 11/30/2021

- \$48,433.15 (-\$30.49)

Credits/Debits

- 3 deposit (\$101.94)
- 4 debits (\$132.43)
 - CC processing: \$0.60 + \$34.95
 - Travel reimb (mileage) Heather & Matt: \$96.88

