

MATHWEST
Board of Directors Meeting
June 30, 2004
Minutes

The meeting was held on June 30, 2004 at 4 PM at Friendly's in West Springfield. In attendance was: Ellen Follett, *Cecilia* Goncalves, Kerri Hallihan, Marnie Henneman, Louise Lataille, Tricia Lynn, Barbara Martowski, Scott Trahan, and Cindy Tuthill. Louise Lataille, our president, called the meeting to order.

Secretary's Report: Accepted (with changes)

Aside from a typo (change workshop to worksho**p**), the meeting minutes were acceptable. A related note: MATHWEST is to be in all caps at all times.

Cindy-moved *to accept*

Barbara-2nded

Treasurer's Report: Accepted

Cindy presented the Treasurer's report without any problems.

Scott – moved *to accept*

Tricia-2nded

Membership:

Cindy surveyed people at the Big Y Helpline and found that most teachers there were unaware of MATHWEST. Nancy Strouse prepared a survey for elementary teachers but received only one response. Nobody knows who sent them out. However, the response from that one person was thorough. She/he recommended a lending library of sorts. Nancy also volunteered to be the Webmaster for the new website. Kerri researched a few sites for hosting, and the best option she had found at the time was www.easyspace.com. The board agreed to spend up to \$100 a year for web-related fees.

For boosting membership, perhaps giving free memberships to new teachers in WNEC/HEC programs (which would be a total of 36 people at the moment) would help. Louise will *pull some information together concerning discount cards for members*. As for the 2 for 1 membership promotion, perhaps that could be done as a one-time deal in September and October. Another idea is to grant free memberships to the first 20 people who sign up. One final suggestion was to host monthly new teacher's meetings to get the new people involved and help get them on their feet.

Mary Alice Wilson Grant:

Proposed changes to the grant guidelines:

- Change population to audience/grade level
- Change evaluation instrument to assessment process
- Change "effect on MATHWEST membership" to "You must present this at a MATHWEST gathering."
- Must be started within a year of granting
- Grants may not be used for conference/transport/substitute costs
- Grant may *only* be issued to a MATHWEST member

-The applicant does not have to be employed by a school district.
Tricia will make these changes.

Ruth O'Malley Presenter's Award Application- Accepted

Scott wrote up an application for the new award. The last sentence on the left-hand side needs to be reworded, but otherwise everything looks good. Scott will update and forward the new copy to Tricia.

Scott – moved *to accept the document with new wording*
Barbara – 2^{nded}

April - Math Education Month:

In the September newsletter, Tricia will include application/nomination forms for Teacher of the Year. *Scott will draft the form.* These will also be sent out to principals (which will also serve as a boost of awareness of MATHWEST). One teacher will be selected from each of the following groupings: K-6, 7-12, and retired teachers. The award will be a free membership for a year. After the winners are chosen, they will be invited along with their nominators to a MATHWEST night. On a different note, the theme for the month should be chosen before the December newsletter.

PO Box/Mail:

Scott volunteered to change the PO box from Easthampton to Agawam (Feeding Hills). He will take care of it by the end of July.

Scott – moved *to make change of PO box address*
Marnie – 2^{nded}

Newsletter/Tentative Calendar:

The tentative calendar for the 2004-2005 school year was presented and accepted for printing *in its entirety* in the *September* newsletter.

Scott – moved *to accept and print calendar in its entirety*
Cindy – 2^{nded}

Next Board Meeting:

The next board meeting will be held on September 2, 2004 at 4pm at Friendly's on Rt. 5 in West Springfield. Please have Louise's survey filled out for the meeting.

Louise made the motion to adjourn the meeting *at 5:30 pm.* Tricia seconded it.