

MATHWEST  
Board of Directors Meeting  
September 2, 2004  
Minutes

The meeting was held on September 2, 2004 at 4:15 PM at Friendly's in West Springfield. In attendance was: Ellen Follett, Cecilia Goncalves, Kerri Hallihan, Louise Lataille, Barbara Martowski, Scott Trahan, and Cindy Tuthill. Louise Lataille, our president, called the meeting to order.

**Secretary's Report:** Accepted (with changes)

Cecilia asked that her name be spelled correctly. Scott requested clarifications concerning who took on which and a retransmission of the June meeting minutes with the changes.

Cindy-moved to accept report with changes (to be sent out to all board members)  
Louise-2<sup>nd</sup>

**Treasurer's Report:** Accepted

Cindy presented the Treasurer's report without any problems. Point of clarification: Scott hired a student for help with data entry.

Barbara – moved to accept report  
Cecilia-2<sup>nd</sup>

**Membership:**

Cecilia printed labels, and Scott mailed out renewal cards. Scott noted an impressive response to the renewal cards already, even though the cards had only been sent out a week earlier.

Louise presented her progress on discount membership cards. The following stores agreed to offer a school supply discount to MATHWEST members:

*Staples (Riverdale and Eastfield Malls)*  
*Raindrop*  
*Hammett*  
*OfficeMax*  
*Barnes and Noble*

The only store to reject the proposal outright was WalMart. The back of the membership card will contain a list of the stores offering discounts. Somewhere on the card will be the year of membership (to determine the validity of the discount). Scott agreed to print and laminate the cards. Louise will send Scott the necessary information by the end of September. Scott will send out the cards by October 13<sup>th</sup>.

A catchy phrase may entice new or lapsed members. "Expand your knowledge, make professional connections." Email Scott with ideas.

As Tricia was unable to attend the meeting, Louise agreed to call her and inform her of important details. Kerri also volunteered to pass on pertinent information to Tricia via email.

Scott had 144 mugs printed for \$284.20. He plans to inquire about purchasing 75 boxes from a box factory in Charleton. Scott will price one mug in its box with postage. The plan is to personally distribute general membership cards and newsletters to math department heads at middle and high schools and also to principals of elementary schools in the area. Louise agreed to draft a cover letter to the above individuals and pass it on to the board for personalized use. Scott will send membership cards to board members and a word processing file with the MATHWEST letterhead to help facilitate personal distribution of mugs and information to local schools. Finally, Cindy volunteered to stuff and ship a mug to send to Channel 40 after the newsletters are printed.

***Mary Alice Wilson Grant:***

No update. The last application mailing went out in June. Nothing new to consider.

***Website:***

Nancy emailed Scott concerning her position as webmaster. She can no longer take on the responsibility as she got a new job. Scott volunteered to ask his computer-savvy friend to see if he is interested in the position. Kerri promised to keep feelers out among her computer friends at UMass. The “startup” stipend would be \$150, and each monthly update stipden would be \$50. Kerri will inform Tricia to post the position in the newsletter.

***ATMNE:***

Scott is asking as speaker support at the Providence Conference. He checked on bus prices. The cost for 55 passengers would amount to \$900 for the day. He needs volunteers for clean up. Contact Scott if you’re available. Scott also emailed Tricia about an updated conference letter to put in the newsletter but has received no response.

Maria Diamante is counting on MATHWEST in 2005. Louise will check on the next meeting for Cindy.

***Math Month:***

No theme yet.

***MATHWEST Calendar:***

Change November 6<sup>th</sup> to the 16<sup>th</sup> (typo). Lynn suggested a social meeting to celebrate MATHWEST’s 20<sup>th</sup> anniversary, in addition to a PDP meeting/conference in March. The Clarion was suggested as a potential meeting place. Cindy will attempt to pull strings with her connection there. Cindy will email Tricia with the appropriate information for the newsletter. Potential catch-phrase for advertising the gathering: “Share your ideas. Tell us how we can serve you better. Celebrating our 20 years of service to teachers and students.”

***Math Hall of Fame:***

The purpose of the Hall of Fame is to highlight innovative teachers. When someone is selected for his/her innovation, the Board will award him/her a plaque and inform the press. The following are changes to be made to the list of criteria:

-Change "Nominees will be judged on how well..." to "Use the criteria as general guidelines for your nomination."

-Add: J. Other

-Change "math educators" to simply "educators or professionals in the field of education."

-Under *Note about submissions*: Change "Boards" to "Board's."

Scott will make the changes listed above and email the new application to Tricia.

***March Meeting:***

MATHWEST will host a 1-day conference with 3 sessions (each session will last 2 hours) on March 11<sup>th</sup>, 2005 at the Stonleigh Burnham school. The day will progress with 2 sessions, a break for lunch, and then wrap up with the last session. Scott's vision is of a minimum of 6 speakers (but hopefully 9) with a focus on K-5 material. Nancy Schick, the Northeast regional sales representative for TI, will present. Kerri will inform Tricia to put an ad in the newsletter looking for other speakers (and reminding them that they could earn triple PDPs for presenting). All should compile a list of potential speakers for the next meeting (Oct. 28<sup>th</sup>).

***Next Board Meeting:***

The next board meeting will be held on October 28, 2004 at 4pm at Friendly's on Rt. 5 in West Springfield.

Louise made the motion to adjourn the meeting *at 6 pm*. Scott seconded it.