

Association for Science Teacher Education April/May 2022 Executive Committee Minutes

April 30

8:00 – 9:30 Mountain time

May 1

11:00 – 12:00 Mountain time

Zoom (due to COVID-19) with some present in person

Agenda: <https://docs.google.com/document/d/19gKTpbUwca33EsJTqptjsQ9J1-q3hU/edit>

Day One: Executive Committee Meeting

April 30, 2022

8:00 – 9:30 MT

Present in person in Salt Lake City, UT:

Andrea Burrows (President-Elect)

Kate Popejoy (Executive Director)

Present remotely:

Rommel Miranda (President)

Debi Hanuscin (Past-President)

Senior Board Members:

Jerrid Kruse (Equity committee chair)

Judy Morrison (Communications committee chair)

Jenn Stark (Awards committee chair)

I. Meeting called to order by Rommel at 8:15AM. All welcomed.

II. Review of the Executive Committee minutes from January 2022.

- MOTION: Jenn Stark moves to accept the minutes. Judy Morrison seconds. PASSED UNANIMOUSLY.

III. 2022 Operations budget (presented by Kate)

- Discussion
 - Long range budget planning is not done. This is something the Executive Committee could do.
 - ASTE needs a minimum of 600 members to break even. More than desired do not choose to renew.
 - Cash reserves discussed. Customarily keep \$300K+ in reserves to cover major issues that could arise.
 - Inflation will have a serious impact on future budgets

IV. 2023 Conference budget (presented by Kate)

- Discussion
 - Will virtual component need to continue as COVID becomes endemic? Should the cost be the same as F2F registration? Drains resources...and hybrid would be

very expensive. The continued limited virtual component may be underwhelming. Perhaps a virtual conference should happen at a different time completely.

- MOTION: Rommel moves to accept the 2023 conference budget as presented. Andrea seconds. PASSED UNANIMOUSLY.

V. General budget discussion (Rommel)

- Discussion
 - Travel support to affiliate meetings is variable (\$1000, \$1500 and \$2500)
 - If attendance is required, then ASTE should support it. Example: CITE science section educators must attend NTLI, but get no support. Address this in the contracts for the new team.
 - Summer Board meeting has historically cost \$20,000. Switching to Zoom due to COVID pandemic saved ASTE money. Might consider having executive committee and Executive Director only attend in person.

Meeting adjourned at 9:30 MT.

Day Two: Executive Committee Meeting

May 1, 2022

10:45 – 11:30 MT

Present in person in Salt Lake City, UT:

Andrea Burrows (President-Elect)

Kate Popejoy (Executive Director)

Present remotely:

Rommel Miranda (President)

Debi Hanuscin (Past-President)

Senior Board Members:

Jerrid Kruse (Equity committee chair)

Judy Morrison (Communications committee chair)

Jenn Stark (Awards committee chair)

I. Rommel called meeting to order at 10:45 MT.

II. MOTION: Equity committee moves to provide \$300 per speaker for the Equity webinar, with a total cost of \$1,800 to \$3,000 in the 2022 budget. PASSED UNANIMOUSLY.

III. Things to happen in near future

- Conference app change estimate from John.
- Required travel budget changes.
- Jerrid (Equity) and Judy (Communications) will coordinate communicating to membership about the updated equity statement.
- Kate will update SOPs and send to Rommel

- Conference app issues: stay in house, or use a commercial app? Or just go back to paper?
- Should we charge for the Zoom meetings we do during the year?
- Andrea will make sure the Director of Electronic Services search moves forward as needed.

Meeting adjourned at 11:30 MT.