MINUTES
MESA Executive Council meeting
February 21, 2003

In attendance: Jake Klerlein, Brian Lawler
Not in attendance: Kelli Nipper, Carol Sikes, Maci Meadow, Andy Norton
3:50-4:00

I. Treasurer (Kelli provided in advance)
   a. Budget report: COE account $2087.42, MESA $996.13

II. Committees
   a. Nomination: chair is needed. Note Section II of By-Laws for job description. Brian
      notes that he needs names of those nominated prior to April 1st. Working backwards,
      nominations must be open for at least two weeks. So Brian suggests the call for
      nominations go out by March 10th at the latest.

III. NCTM rep
   a. Jake is thinking he may be best option for finishing the year as NCTM Rep. This will
      be determined within the week. Note that by Article IV Section IV of the MESA
      Constitution, this nomination must be approved by the Exec. Council and the Dept.
      Head.

IV. Undergraduate update
   a. General Meeting: Jake would like to plan one, soon

V. TME (Brian)
   a. Request approval for Dreamweaver purchase: will do via email within the week.

To Do's

JAKE
- make a decision about inviting a new underclass rep and/or asking Maci to resign position
- Nominate a Chair for the Nomination Committee
- Identify a new NCTM rep
- set next Exec. Council meeting date

CAROL
- present a financial report at next Exec. Council meeting

BRIAN
- assemble necessary paperwork to purchase Dreamweaver for TME
[new NCTM rep]
- complete Fall booksale (return books, process orders, note to purchasers informing of status)
- plan for Spring booksale
- become an NCTM member
- register for conference, plan travel, request MESA $[new (?) undergraduate rep]
- build momentum among Jrs. for MESA general meeting
Next Agenda

I. Treasurer (Kelli)
   a. Budget report:
   b. Review spending and $ to be spent (concern about making good on budget)

II. Committees (Carol)
    a. RESA: update
    b. Cleaning: chair is ?
    c. Nomination: chair is ?
    d. Scholarship: Jake is chair.

III. NCTM rep
     a. introduction of new rep. (Note, this person must become an NCTM member)
     b. update on Fall booksale
     c. Kelli received some sort of packet? (Jake)

IV. Undergraduate update
    a. Introduction of new rep? (Note, this person must become an NCTM member)
    b. Status of efforts to bring aboard Juniors
    c. T-shirts: Erik is still handling this, but needs to put aside until student teaching is completed.
    d. General Meeting

V. TME (Brian)
   a. $400 payment request for sales of v12n2 to PME-NA is into Denise (2/4/03)

Next Meeting
No Executive Council meeting scheduled
No General Membership meeting scheduled