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

I. End of Year Banquet/Colloquium
   b. Banquet will be at GA Center. $15 per person - $10 paid for by MESA, $5 sign up. Goal of 75 people (about 50 last year).
   d. $5 per person for the banquet. More for non-members? $10. Sign up form will allow people to self-identify to avoid any upset people.

   a. Dennis arranging speakers for panel discussion. Tiffany advertised to Juniors.
   b. Meeting goals: Ballots, banquet, additional undergraduate issues.
   c. Need email announcement (Brian) and flyers (Brian). Jake sent email announcement to fresh, soph, and jrs through Weigel.
   d. Where will it be? 102 may be open. Andy will check.

III. Treasurer (Kelli)
   a. Review spending and $ to be spent (concern about making good on budget)
      i. Colloquium: planning $1000 for banquet & travel
      ii. TME: Brian says $200 should be enough for copying and mail
      iii. Sunshine: Brian W has not said yet.
      iv. President’s Book purchase: Jake has identified a book for himself and Lisa. $0-150
      v. Banquet: see i. above
      vi. If anything else, pass along to Kelli to plan to spend all.

IV. Undergraduate update
   a. Erik is looking into t-shirts now. He will get input on designs and how many are interested in buying. MESA funds will be used to help make the initial purchase, but will not supplement the cost to purchasers.

V. Committees (Carol)
   a. Nomination: Chair is Andy Norton. Dennis is president. 3 VP’s – Erik, Judith, Zelha, Treasurer – Evy & Angel, Secretary – Laurel, Sarah, Judith, Evy, NCTM – Bob & Holly, Undergrad – Tiffany & Latessa. Andy will make a ballot. Just MESA members vote. Andy & Brian will devise a simple way to try to ensure this. Elections begin Monday 3/31 & should stay open for 2 weeks (check by-laws).

VI. NCTM rep
   a. Spring Booksale: NCTM stuff arrived – to Judith. LEA books not yet ordered. Don’t know when they have been ordered -> NCTM needs to know if we push sale date
back. We need to announce sale dates. April 8-10 is OK provided LEA books arrive.

VII. \textit{TME} (Brian)
   a. Update: current – 2 editorials and up to 5 papers. Next: 2 editorials and 5 in the pipe.
   b. What’s missing: need UGA students to imagine submitting assistantship research work, class research, and reviews.
   c. Future target: \textit{TME} into depts. of Math Ed

VIII. Assistantships: Add to ideas in 3/14 minutes – (1) concern in VII.b, and (2) bring up again 1/9 assistantship for \textit{TME} editor.

IX. Close
   a. Schedule next meeting: April 25, 3:00-4:00 at Jim Wilson’s home. Include new officers.
   b. Review To Do’s

\textbf{To Do's}

\textbf{JAKE}
- talk with Brian W. about Sunshine $ to end of year (May 15)
- MESA President’s book purchase
- work on Spring book sale

\textbf{KELLI}
- keep track of budget spending and plans to spend in order to use all COE funds

\textbf{ANDY}
- confirm 102 for Monday’s meeting
- Stay in contact with Patricio, arrange hotel room & airport pickup
- arrange banquet hall reservation and food
- Complete officer election ballot
- manage the election

\textbf{BRIAN}
- forward Denise’s PME reply to Kelli
- work with Andy on the ballot
- flyer for 3/31 colloquium

\textbf{Next Agenda}
I. Treasurer (Kelli)
   b. Spring Book Sale
   c. Budget report:
II. Transition to new officers
III. Summer plans and 2003-2004 vision

\textbf{Next Meeting}
General Meeting 3/31 from 2:30-3:30 in Aderhold 102
Executive Council meeting: 4/25 from 3:00-4:00 at Jim Wilson’s home