



TAPED Board Meeting Minutes

September 4, 2024



Meeting:	TAPED Board Meeting		Key Roles:	President: Marina McCormick, Ed.D. Vice President: Lindsay Chandler Secretary: Kristin Pfeiffer Educator Director: Anne Darr Parent Director: Kristina Ford Director At Large: Angela Belding Co-Treasurer: Dan Diffie Co-Treasurer: Laura Cothran
			Meeting Leader:	Marina McCormick
Start Time:	3:30 PM CST	End Time:	5:30 PM CST	
Location:	Zoom			
Members Absent:	Anne Darr			
Meeting Purpose:	September monthly meeting		Notes/Recorder:	Kristin Pfeiffer

Time	Topic	Purpose * (see footer)	Discussion Leader	Desired Outcome/Discussion
	2024 Finance Report	I	Dan	<p>Dan reviewed our end-of-year finance reports for both the conference and the scholarship fund. The exact expenditures are in TAPED folder under the Fiscal Agent folder.</p> <p>The ending balance from the end of our 2024 conference is \$23,286.36 for our scholarship fund. He reviewed where these funds came from. We are ahead of where we were two years ago.</p> <p>The Conference Budget is currently at \$108,423.00. We are still waiting on \$5,000 from HHSC and ESC 13 donation of \$2,000. Dan then reviewed our specific expenses that have been processed.</p> <p>Dan will be asking this board to purchase a printer scanner as he reviewed the amount he has had to go to Office Depot for printing, he was previously using his personal printer but it died and he no longer needs a personal</p>



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				<p>printer so it would only be used for the financial needs of our board and the conference.</p> <p>Kristin has made a motion to purchase a printer and scanner for our treasurer.</p> <p>Kristina seconded the motion to purchase a printer and scanner for our treasurer.</p> <p>All Members voted and agreed to purchase a printer and scanner for our treasurer.</p> <p>Angela made a motion to donate \$1,000 to Imagination Texas</p> <p>Lindsay seconded the motion to donate \$1,000 to Imagination Texas.</p> <p>All Members voted in agreement to donate \$1,000 to Imagination Texas</p>
	<p>SWCED 2026 Schedule and Content Discussion</p>	<p>I</p>	<p>Marina</p>	<p>The Board revisited the discussion from August 8, 2024, to finalize the schedule of the conference and possible online content offerings. Discussed the schedule for the upcoming 2026 conference.</p> <p>June 25, 2026 - June 27, 2026</p> <p>Wednesday(6/24/26) - The planning committee only arrives at the venue</p> <p>Thursday (6/25/26)- Set up continues in the morning, Registration to start at 1:00 pm -4:00 pm</p> <p>5:00-7:00 Reception and then General Assembly</p> <p>Friday (6/26/26)- Break-out Sessions all day long</p>



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				<p>5:00-6:00 pm Professional Cocktail Reception</p> <p>Saturday (6/27/26)- Breakout sessions in AM(choose these wisely as high interest/demand) May not have our typical 12 strands -</p> <p>9:00-10:30- Breakout Sessions</p> <p>10:45- 12:15 - Break-out sessions</p> <p>12:30-1:30 Lunch buffet</p> <p>1:30-3:30/4:00 General Assembly/Keynote</p> <p>Marina will make a graphic organizer of the 2026 conference schedule to share with the planning committee.</p> <p>Everyone agreed with this schedule for the 2026 conference.</p> <p>Marina asked that all questions or wonderings regarding this conference structure us to think through and address before the conference that we share them with the planning committee, please send all of them to Marina.</p>
	<p>SWCED 2026 Planning Committee Assignments</p>	<p>I</p>	<p>Marina</p>	<p>The Board reviewed the proposed planning committee assignments and finalized the assignments.</p> <p>At our upcoming planning committee we need to look at the committee tasks and review and make suggestions for changes or adjustments to be considered with all members.</p> <p>Dan asked that we clarify who is requesting the interpreters for our planning meetings so that we know this is taken care of. Marina said she would schedule for the upcoming meeting and then we will discuss who will schedule for the future meetings.</p>



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	SWCED 2026 On-site Visit February Date	I	Marina	The Board determined the best date for the on-site visit in February at the Houston venue to be February 7, 2025, to arrive on the evening of February 6, 2024.
	Review TAPED By Laws https://taped.org/by-laws/	I	Marina	<p>Per the biennial General Meeting, it was requested that the TAPED Board review the association’s current by-laws. The Board will review the by-laws in their entirety and provide your recommended suggestions to Lindsay. Lindsay will share a google link for us to make comments.</p> <p>Dan made a motion for TAPED to purchase a SMORE subscription for communication uses.</p> <p>Angela seconded the motion to purchase a SMORE subscription. Everyone agreed to purchase a SMORE subscription for communications to use.</p> <p>The Vice President is responsible for forming the by-laws committee and overseeing the proposed changes. She will also facilitate the vote for revisions. Changes to the by-laws require approval by 2/3 of the membership, not just Board approval.</p>
	Hot Topics	F	Marina (Facilitator)	Marina wanted to schedule a welcome meeting for new planning committee members on 9/12/24 from 3:30 to 4:30, everyone agreed to this date and time.

- * P = Presentation
- * I = Information Sharing
- * F = Feedback from all



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Action Items:		Person(s) Responsible	Date Due
Delete Breakfast 7:00 am - 9:00 am. (Marina changed in contract to lunch) from Saturday and change to lunch with 2026 venue.		Marina	
Marina will be a graphic organizer of the 2026 conference schedule to share with the planning committee.		Marina	
Send out congratulations and welcome emails to the new planning committee members on 9/12/24 from 3:30 to 4:30 Send out consolatory emails to those who were not assigned to the planning committee		Marina	
Lindsay will send out a google form for TAPED board members to make comments on proposed revisions to the by-laws.		Lindsay	