

June 9-10 2023 MCSS Executive Board Retreat Agenda

Stoney Creek

2601 S. Providence Rd.

Columbia, MO 65203

Friday 1:00 PM-5:30 PM (Please check into room at 12:30 PM)

Friday and Saturday Lunch during retreat

Friday dinner at Wahlbergers @ 6:30 PM

Saturday 8:30 AM-2:30 PM (Check out of hotel room prior to attending)

1. Welcome

Neil Daniels II

Derek Freiling

Megan Drennan

Pam Stafford

Brian Keller

Meg Kaupp

Linnet Early

Darren Morgan

Kerri Flynn

2. Ice breaker/Personality of a team

3. Call the retreat to Order

Motioned: Pam Stafford

Seconded: Derek Freiling

Motion Carries

4. Approve Minutes from April Meeting: April Meeting Minutes

Motion: Meg Kaup

Seconded: Pam Stafford

Motion Carries

5. Board Members opening: (secretary)

6. (Linnet) Review of MCSS Policies and Procedures and review of MCSS Group Norms

a. Review agreement on make up of Executive Board (President-Elect, President, Past President and Treasurer)

b. Review agreement on requiring joint membership for Executive Board

c. Thoughts on requiring joint membership for other board members

Motion: Neil Daniels II: The Executive Board (President-Elect, President, Past President and Treasurer) will be joint members of MCSS and NCSS.

Seconded: Meg Kaupp

Motion carries

Motion: Pam Stafford: The Executive Board NCSS membership will be funded through the MCSS annual budget unless waived by the Executive Board member.

Seconded: Neil Daniels II

Motion carries

Motion: Pam Stafford: The Delegate at Large will have their membership and conference registration

Fees to NCSS paid by MCSS, unless waived by the Delegate at Large.

Seconded: Brian Keller

Motion carries

7. (Meg and Kerri) Membership List

- a. Clean up email list as the newsletter bounces back
- b. Total joint members–Meg, Brian, Neil will go through the NCSS list and match it to MCSS membership
- c. How to track joint members–add feedback to forms

8. (Megan, Meg and Kerri) Revamping of the MCSS Newsletter

- a. Clean up the email list as the newsletter bounces back
- b. What date will the newsletter be sent–Survey to board on 5th, closes 10, newsletter out 15th
- c. MCSS email will be sent for all items

Motion: Pam Stafford: Strike “Develops plans for new issues and outlines for the Horizon Publications from MCSS Board Policies and procedures under VP of Publications.”

Second: Neil Daniels II

Motion Carries

Motion: Pam Stafford: Strike bullet point 6 and its addendums The content and deadlines for at least one issue are to be one week after the board council meeting.

Second: Neil Daniels II

Motion Carries

- d. Social Media is being reviewed–a survey will be available at the in-person
 - i. Newsletter goes out via media as well as email, website
 - ii. Board members will supply info as needed to MCSS email
 - iii. Focus is MCSS and NCSS
- e. Digital newsletter to run monthly October–May

Motion: Neil Daniels II MCSS will sell advertising space to various vendors through the Newsletter.

Second: Megan Drennan

Motion Carries

- f. Discussion: Newsletter ad pricing will be set at \$30 for ¼ slide; \$50 for ½ slide; \$75 per year for a full slide for all organizations except NCSS. Vendors

will provide the graphic/links they want by the 5th of the month; a proof will be submitted for approval to the company before publication. The MCSS Board reserves the right to turn away vendors whose interests do not align with MCSS Policies.

Motion to adjourn: Meg Kaupp

Seconded: Pam Stafford

Motion Carries

Saturday, June 10, 8:30

Attendance:

Neil Daniels II	Erin Townsend	Megan Drennan	Pam Stafford
Brian Keller	Meg Kaupp	Linnet Early	Darren Morgan
Kerri Flynn	Travis Seay		

Call to order:

Motion: Pam Stafford

Second: Neil Daniels II

9. (Travis. Meg) How to build university connections

- a. Introductory form letter and spreadsheet available
- b. HBCU
- c. Pre-Service members
- d. Large teaching college schools

10. (Kerri, Erin) Google Drive

- a. Everyone currently on the board have access
- b. Board members preferred to use personal email
 - i. Upgrade drive to 100 gb to get shared drive for \$2/month?
 - ii. Google Workspace \$12/month

11. (Brian. Linnet) Springfield Conference 2024

- a. Next Planning Committee meeting
- b. 2023 conference areas of growth for 2024 (See survey results at the end of agenda)
- c. Conference update
- d. Anything else?

Darren Morgan and Meg Kaupp left the meeting at 10:00 AM

12. Teacher of the Year (TOY) (Erin)

13. (Linnet) DEI Committee

- a. DEI Scholarship/Teaching Award for the annual conference
- b. Waived conference fee for each as the prize
- c. Total cost \$400.00 annually

14. (Kerri) Revamping the MCSS website

- a. Wix link for MCSS and NCSS donations
- b. Link to NCSS membership and page about virtues of being a joint member
- c. Website and Newsletter have similar tabs/pages
 - i. MCSS Landing Page and Welcome Message from the President
 - ii. Mission statement page (Do we have one?) Who we are/What we do
[MCSS Board Approved DEI Position Statement](#)
 - iii. Board of Directors
 - iv. NCSS page highlighting the annual conference and committee openings
 - v. MCSS Membership tab that has a link to NCSS for join membership and MCSS/NCSS donation button
 - vi. DEI Teacher Feature (quick and easy DEI lessons for social studies in K-12 classroom)
 - vii. General Announcements
- d. Members will look through their assigned pages and send updates and suggestions to Kerri

15. (Kerri) MCSS Logo Design

- a. Missing Adobe of original logo
- b. Logo update
- c. \$25/hour, about 3 hours--can change colors
Adding a horizontal logo would be an additional \$25-\$50.
To create an entirely new logo would be at least \$250
- d. Tabled redesign until next year
- e. Plain tablecloth with runner and current logo ordered June 10

16. (Linnet, Pam and Kerri) Expenditures for MCSS

- a. Zoom Account \$149.00 a year

Motion: Erin Townsend: MCSS will purchase a Zoom account for MCSS use.

Second: Travis Seay

Motion Carries

- b. DEI Scholarship/Teaching Award \$400.00 a year
- c. MCSS Table Cloth \$140.00 one time (spent \$51.08)

- d. President, President-Elect and Past President annual conference fee waived \$600.00 a year

17. Any other concerns or issues from any committee or board member: Board reports are due annually every April.

Motion: Brian Keller: I motion that we add under the MCSS policies and procedures a line item requiring any committee or board member to submit a board report by the April meeting; for those leaving in February, they must submit in February.

Second: Erin Townsend

Motion Carries

Motion: Erin Townsend: I make a motion that the Delegate at Large verbally presents on the NCSS Conference at the January meeting and submits their written board report at the April meeting.

Second: Neil Daniels II

Motion Carries

- a. President-Elect Report- Brian Keller
- b. Treasurer Report (board report received)
- c. **Membership Committee-Meg Kaupp**
- d. Publications Committee-Megan Drennan
- e. **Legislative Committee**
- f. DEI Committee (board report received)
- g. **University Liaison- Travis Seay**
- h. **Museum Liaison- Mark Adams**
- i. **Delegate at Large Report - Derek Frieling**
- j. **National History Day Committee; Derek Friedling**
- k. **Teacher of the Year-Pam Stafford**

Ad-hoc Committees: The duration of the committee is for one year after which time the board will vote to make the ad hoc committee permanent. Committees in question are National History Day Committee and Social Media Committee.

In Attendance:

Upcoming Events:

- Save the date upcoming MCSS Board meetings
 - October 7 on Zoom or in person (9:00-11:30 am on zoom; 10:30-1 in person)
 - January 13 on Zoom (9:00-11:30 am)
 - February 24 **in person** (11:00 am-1:30 pm) @ Springfield Plaza Hotel

- April 6 on Zoom (9:00-11:30 am)
- June Retreat: 7 & 8 at Stoney Creek
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Next Steps:

- Have a wonderful and relaxing summer break for those who get a summer break!!
- Write your board report for the committee you run if you haven't already
- Consider joining [NCSS](#) if you are not already a member
- Save the upcoming board meeting dates
- Make plans to attend the annual conference
- Make plans to present at the annual conference (see survey comments for how to make your session cover more diverse material)
- See you in October

Motion to Adjourn:

Motioned: Brian Keller

Seconded: Erin Townsend