

HaSTA 8/27/12 Meeting Minutes

Hanno - Survey results:

- People like break-out sessions
- Most people like the keynote speakers
- Networking and classroom tools are reason people attend
- Thematic conference is WAY preferred
- Reasons for not attending: not topics, not cost, but time constraints
- Most attendees are regulars
- 25% responded that they have been presenters and would like to be again (poorly-worded question, hard to interpret)
- Preregistration is NOT preferred

Hanno notes that the Surveys went out later than hoped.

Consuelo – Catalyst

- 1st one cost \$1, 235
- 2nd one cost \$2377, with flyer
- 3rd one cost \$2612
- processing and postage are majority of costs.
- Mary Lou Foley from the Aquarium whose name I can't remember says that they send out a monthly e-newsletter. Maybe we could use the listserv at crucial times, such as before conferences. There are more ways to communicate on a regular basis that are less expensive.
- Randyll Warehime: Past surveys indicate that our members really want the print edition. We had 28 people out of 200 respond to our survey.
- Liz: that's a good response, we have an involved membership if over 10% respond
- Gail: maybe we don't need to send it out?
- We can address this issue through the conference survey – we'll get a good response (volume)

Hanno – Bylaws

- 2 motions
 - 1 to table discussion about changing the bylaws until the next meeting; it is seconded and passed,
 - and another motion to have a bylaws/constitution conference/nominations process board meeting; it is seconded, motion passes
- We didn't follow the nomination process, Andy says that nobody who is on the ballot has complained, there's been no feedback from anywhere. There were some board emails about nominations for the president position, the nominations process wasn't right. Randyll clarified what is stipulated in the constitution. Andy points out that in the end, there was unanimous agreement from the Board on the ballot.
- Motion: Hanno appoints a nomination committee right now, three people from the board, and the committee can make the official decision regarding

the ballot. Seconded and passes, with the caveat that nobody who is running is on the nominating committee. Hanno chooses every 4th person, by seat, to fill the positions. Who is on the nominating committee: Franklyn, Consuelo, Randyll. Randyll will email the one person who nominated himself so that he can follow the correct procedure to get on the ballot

- Jenny suggested using Wild Apricot to host the Website – many many benefits, including
 - Membership and fees handled online
 - can possibly go back to a different membership cycle
 - Automatic reminders sent for membership renewal
 - Members enter their info online when joining and renewing - no need for manual Excel entry
 - Members may sign up for Groups and emails can be sent to certain groups (i.e. elementary or biology) vs. whole list
 - Members-only section
 - conference PowerPoints and other files
 - Potential for digital and more frequent newsletter
 - Potential for webinars or other “members only” benefits
 - Member profiles possible - option to contact other members and network
 - Conference registration online - pay with credit card
 - Fewer lines, less wait at registration desk - show invoice and receive bag
 - People expect to be able to pay for things using credit card nowadays
 - Reminder emails about events will be sent automatically
 - Potential to set up various payment types (i.e. student vs. professional)
 - Potential to have other options to the conference that may require a separate fee (i.e. field trips, OCEANIA events, pre-order lunch)
 - Multiple administrator access
 - Can be limited to certain areas
 - Don't just depend on one person to do all the updating
 - More flexibility for board members in terms of when and where they update parts or events or blogs they are assigned to do
 - More transparency - Dashboard about revenue, membership count, event registration etc.
 - Blog section - blog from board is current
 - Members may contribute to the blog and create discussion among members without it being through a listserv format
 - Simple website design - no need to be too tech savvy
 - Integration
 - newsletter, registration for events, membership, email lists, payment, etc.
 - Help us fulfill our mission
 - Potentially free up board members to do other things
 - Here's our trial website: <http://hasta.wildapricot.org/>

- There's a set fee for Apricot, but there's also a fee for the financial company that we choose to handle the financial part of the site, they will take some money for their service. We can offer a discount to those who pay via check to cover that cost.
- Franklyn suggests that this is an excellent path to expanding our membership, especially to neighbor islands, as so many cannot attend the conference. The website can accommodate video links, for example. Discussion is tabled for the moment, will be an agenda item again.
- Randyll – Treasurer's report. We have a huge amount of money (\$26,000) due to the fact that we didn't send out a catalyst for 3 years and we had a big fundraiser. Looking at this year's budget, including all the stuff we're going to be giving away (HaSTA ambassadors to NSTA, Science Fair, etc) along with a few more Catalysts and the conference expenses and various bits and pieces, we're looking at spending about \$3,200 this year more than we expect to make. Motion to pass the budget is seconded and passed.

Hanno – Conference Items:

- 19 sessions, 31 presenters, 33 exhibitors, 40 separate groups of people; everybody has been assigned a space to present and exhibit. Ten of the exhibit tables are paid tables. There are 2 sessions after lunch, Oceania and HECO.
- People can begin to register at 7:30A.
- Hard copy of agenda and map will be given to participants this year.
- Video/broadcasting the keynote speaker, will someone take the lead? Gail will request the equipment. Also, can someone volunteer upload to our Facebook page? Isla says she'll help with social media. And, Isla will also set up a twitter account.
- Gift bags – Isla has some GPS books, etc, to donate, and Liz's company will donate gift cards for presenters and door prizes. Contact Lauren if you have gifts to give.
- Nametags, Franklyn is in charge, hasn't started yet.
- Teacher award nominations, Jenny forgot to bring the information. She will email us the list via googledocs and we can decide.

Hanno – All other business items:

- Derek Tsuruda. the state science specialist is resigning to be VP at Kalani. HS his former position is open.
- Minutes subject to approval at our next meeting to be set at the end of the conference on Sept. 8th.