

OKAIRP Spring Conference

Cameron University

March 26, 2010

Minutes

Troy Milligan, President, called meeting to order at 11:40am.

Troy noted that he is in communication with AIR and MIDAIR regarding the change in officers for our organization.

Troy urged the membership to sign up to the OKAIRP listserv so that everyone will receive the current communications. To save costs and be greener letters will no longer be sent and most communications will take place via the listserv. To further reduce costs, the board has met via video conference and will make this our form of meetings unless otherwise necessary. Rather than printing out every presentation, the presentations will be posted on the website www.okairp.org.

The current board was introduced, Troy Milligan, President; Sheilynda Stewart, Immediate Past President; Lynn Boyce, Treasurer; Isabelle Billen, Secretary; Flynn King, Board Member; Kristi John, Board Member; David Swingle, Board Member/Webmaster. This slate of officers was elected at the Fall Conference at USAO. David Swingle is temporary filling the open position and the board will accept nominations to fill this position via the OKAIRP website.

New Business:

The fall conference keynote speaker was rather costly so the board is accepting ideas for speakers for upcoming conferences that will be free or less expensive. A survey will be available soon to gather ideas for upcoming meetings.

The average food cost per person has been rising and is now right at \$25 per person to include breakfast, 2 breaks and lunch. At these costs we will not be able to afford to bring in an outside speaker. Troy asked if anyone had to pay out of pocket expenses to attend the conference, no one in attendance indicated that they had.

Questions regarding costs:

Should the presenters for the breakout sessions be required to pay a registration fee?

Should we have a 2 day conference once a year or stick with 2 conferences a year?

Could one of the conferences be a webinar?

Define graduate student? What is their discount or are they free?



Responses/discussion:

Several reported they prefer a face to face conference, better for networking

The presenters present have no objection to paying the conference fee

Keep the conference in a more central location

Could we ask vendors to sponsor food, speakers

If we do allow vendors to attend we should be specific when giving them the subjects for presentations, maybe allow them to setup demo booths in the hall.

Have a vendor session as one of the breakouts or lengthen break times to allow attendees to speak with vendors

AIR paid for our keynote speaker, Soon Mertz, today

Item D on agenda

The board cannot find any paperwork designating us a non-profit or tax exempt organization. Ms. Jorgenson said she works with the OU non-profit group and she can help get this paperwork submitted.

Troy called the Cameron group up to the podium to thank and recognize them for assisting with the conference. A certificate was presented.

For this conference the board is taking pictures to post on our website. Troy noted that if anyone has objections to his or her picture being posted, please let him know.

Other Business:

During lunch Troy presented Tom Sutherlin with a certificate recognizing his years of service to OKAIRP.

With no further business, Troy adjourned the business meeting at 12:05 pm

Submitted,

Isabelle A. Billen, Secretary

March 31, 2010

Date