

Executive Committee Meeting
AGENDA
January 24, 2015
9:30-12:30 at Brookdale Library meeting room

- I. Welcome and introductions, pass around contact information sheet (5 minutes)
- II. MCTLC in 2015 (10 minutes)
 - A. Mission
 - B. Vision for the Future/Goals
 - C. Image (local, state, and national publicity, photos, videos, FB, website)
- III. Leadership (30 minutes)
 - A. Overview of Leadership Manuals
 - B. Work session, responsibilities and transitions
 - 1. Allison and Kim- budget
 - 2. Martin and Jen- call for proposals
 - 3. Kay and Jenny- adding contacts to database
 - 4. Lisa and Mary- newsletter
 - 5. Marjie and Grant- update board member information, go over minutes
- IV. 2015 at a Glance (45 minutes)
 - A. Responsibilities by month, post-it to-do list
 - B. Events by month
 - 1. February- CCC (28th) and virtual board meeting (21st)
 - 2. March 12-14-Central States promotion
 - 3. April 11- PM board meeting, AM Certificate of Proficiency Workshop
 - 4. April 25th- Rochester workshop, Jan Holter Kittok
 - 5. July- Comprehensible Input Conference
 - 6. August 4-5 Retreat
 - 7. September CCC- we need to set the date
 - 8. October Conference "Educating Global Citizens"
 - 9. November 7th- Board Meeting
 - C. Grants for future workshops- Affinity Grant, NEH Leadership and Learning Grant, Education MN
- BREAK (5 minutes)
- V. Budget-Allison- (30 minutes)
- VI. Advocacy- (5 minutes)
- VII. Work session- (20 minutes)
 - A. Allison and Martin- Awards
 - B. Kim and Kay- Secretary of State form
 - C. Mary and Marjie- Central States
 - D. Lisa and Jenny- regional reps and membership
 - E. Jen and Grant- website updates
- VIII. Preparing for Central States with Anita Ratwik (12:00)