



Meeting Agenda/Minutes MBUG Executive Committee

Purpose of Meeting:	Executive Committee Meeting			Approved:	
Meeting Date:	August 28, 2009	President:	Cindy Hampton		
Start Time:	10:30	President-Elect:	Phillip Brooks		
End Time:	12:30	Treasurer:	Cay Lollar		
Location:	Holmes CC, Ridgeland	Secretary:	Debbie Loden		
		Past-President	Kevin Baker		

Representatives	Technical/ Functional			Phone	Present/Absent
Officer	President	Cindy Hampton	hampton@mc.edu	601-925-3485	Present
Officer	Pres-Elect	Phillip Brooks	pbrooks@mcc.cc.ms.us	601-484-8691	Present
Officer	Treasurer	Cay Lollar	clollar@muw.edu	662-329-7134	Present
Officer	Secretary	Debbie Loden	dloden@iccms.edu	662-620-5101	Present
Alcorn State University	Technical	Donna Hayden	dhayden@alcorn.edu	601-877-6674	Present
Alcorn State University	Functional	Jimmy Smith	jsmith@alcorn.edu	601-877-3966	Absent
Delta State University	Technical	Chris Giger	cgiger@deltastate.edu	662-846-4104	Present
Delta State University	Functional	John Elliott	jelliott@deltastate.edu	662-846-4041	Present
Holmes Community College	Technical	Kevin Baker	kbaker@holmescc.edu	662-472-9122	Present
Holmes Community College	Functional	Jim Haffey			Absent
IHL	Technical	Edward Stuart	estuart@mississippi.edu	601-432-6285	Present
IHL	Functional	Chris Ammons			Present
Itawamba Community College	Technical	Allen Coleman	alcoleman@iccms.edu	662-862-8105	Absent
Itawamba Community College	Functional	Tammie Dill	twdill@iccms.edu	662-862-8031	Present
Jackson State University	Technical	Artis Smith	artis.smith@jsums.edu		Present
Jackson State University	Functional	Bettye Graves	bettye.r.graves@jsums.edu	601-979-2803	Present
Mississippi College	Technical	Angie Miller	ahmiller@mc.edu	601-925-3882	Absent
Mississippi College	Functional	Anna Warren	ahwarren@mc.edu		Present
Meridian Community College	Technical				
Meridian Community College	Functional				
MS Gulf Coast Comm. College	Technical	Cory Walters	cory.walters@mgccc.edu	228-896-2522	Absent
MS Gulf Coast Comm. College	Functional	Scott Wilson	scott.wilson@mgccc.edu	601-928-6222	Absent
Mississippi State University	Technical	Edith Riley	egr1@msstate.edu	662-325-7017	Present
Mississippi State University	Functional	Teresa Shannon	teresa@saffairs.msstate.edu	662-325-2223	Present
Mississippi University for Women	Technical	Lisa McDaniel	lmcdanie@muw.edu	662-329-7377	Present
Mississippi University for Women	Functional				
MS Valley State University	Technical	Edgar Bland	ebland2@mvsu.edu	662-254-3744	Present
MS Valley State University	Functional	Joyce Dixon	jadixon@mvsu.edu	662-254-3308	Present
Northeast MS Community College	Technical				
Northeast MS Community College	Functional	Sherry Floyd	swfloyd@nemcc.edu	662-720-7401	Absent
Pearl River Community College	Technical	Steve Howard	showard@prcc.edu	601-403-1219	Absent
Pearl River Community College	Functional	Dow Ford	dford@prcc.edu	601-403-1030	Present

Cindy Hampton called the meeting to order. There were 20 members present - representing 12 institutions.

Minutes were read and approved. Phillip Brooks made the motion to accept and it was seconded by Lisa McDaniel.

Conference

Cindy talked with Walter Tipton at the Natchez Convention Center and everything seems to be on target. We have booked the following rooms as of 8/27/2009:

	Natchez Grand	Eola
Saturday	12	1
Sunday	77	7
Monday	73	7

Kevin spoke with MS Delta yesterday about joining MBUG and sending people to the conference. They have lots of training going on but will try to send some to the conference. The Board decided that they would be charged at the member rate, hoping that they will join MBUG this coming year.

Cay stressed the need to get registration forms in ASAP.

There was discussion as to whether Alabama schools have all gone to Banner or not. No one was sure. The consensus was that if they all pull away from Access, then probably the Mississippi schools on Access will have to as well.

Meals/Breaks

High Cotton Catering will be catering all food for the conference. We will have the following:

Social Event	heavy hor'dorves	\$25.00/person + tax
Break – am	soft drinks, coffee and cookies	
Luncheon	Balsamic chicken, pot roast, green beans, potatoes, 2 desserts, coffee, tea	\$13.00 + tax
Break – pm	soft drinks, coffee	
Break – am	soft drinks, coffee and cookies	

Financial Report

As of 8/27/2009 our balance is \$16,049.34.

Four members had already paid the late registration fee before we extended the deadline. Cay will refund the money to the school.

Opening Session/Welcome

Glenn Trammel is on go for the Opening Session. Someone from the Natchez Convention Bureau will also do a welcome.

Edith shared that the program is almost complete. Dow will contact Dan Borden (who retired June 30) to make sure he is still going to do his presentation. We still need a Financial Aid session and an HR session. Tammie Dill will print the program.

Joanne Puissegar called Edith wanting a list of MBUG attendees. It was decided that we would send it to them after the conference.

Vendors

There are 10 vendors registered so far. 8 have paid. The 10 are:

Sungard	Dynamic Campus Solutions Inc.
S & S Recovery	UC4
iStrategy	Evisions, Inc
Higher One Inc	Oracle
TouchNet	Nelnet Business Solutions

Phillip is talking with 5 others about attending. Donna suggested that Phillip contact New Horizons Training in Jackson. 12 vendors attended last year.

Cay needs the names, titles and t-shirt sizes of the vendors who will be attending. Phillip will get it to her.

The bags from S&S Recovery have been reprinted. We will decide later what to do with the bad ones.

Technical

Edgar will check with Walter about the sound system, audio/visual technician, etc. The entire conference center is wireless. Debbie will bring a wireless lapel mic. Kevin will bring 10 laptops for email and a polycom phone. Edgar got a list of everyone who is bringing projectors.

The luncheon speaker's fee is \$500.00

Doorprizes

The following have donated doorprizes

Natchez Grand Hotel - 2 nights stay

Natchez Convention Center – 2 gift baskets

Natchez Pilgrimage - ???

Isle of Capri – goodies for the bags

We will determine at the conference how much we can spend on additional doorprizes.

It was decided that we will order additional blue t-shirts for the Board members.

Donna reported that the Jazz band will entertain. She asked that we give them a stipend for performing. We agreed to give them a \$200.00 stipend. They will bring the band on a bus that will also serve to transport guests back and forth from the hotels to Dunleith on Sunday night.

Bowie's Tavern will provide a band on Monday night. It is located across the street from the hotel.

Out next board meeting will be Saturday, September 19, 2009 at the Natchez Convention Center. All board members are urged to be present to help with preparations.

Meeting was adjourned at 12:30 p.m.

Minutes recorded by Debbie Loden, MBUG Secretary