

DAPA Council Meeting
February 13, 2017
2:00-4:00 PM
University of Delaware
176 Graham Hall

Meeting Summary

Participating: Gene Dvornick (President), Martin Wollaston (Treasurer), Leann Moore (Secretary), Kathy Murphy (Immediate Past President), Julia O’Hanlon (At-Large Member), Sarah Pragg (At-Large Member), Fiona Mulligan (At-Large Member), and Eli Turkel (At-Large Member)

Introductions

Minutes from November 2016 DAPA Council meeting

- Sarah Pragg proposed an amendment to remove the second listing of “Awards Dinner.”
- A motion to approve minutes with the amendment from the November meeting was made by Julia O’Hanlon and seconded by Eli Turkel.
- **Vote:** Unanimous approval

DAPA Council 2017

- Council discussed and reviewed the Council Duties document and made edits to split duties among new At-Large Council Members.
- The updated “Council Duties” list is attached hereto.
- **Action:** New “Council Duties” document needs to be approved by full council.
- **Action:** Leann and Sarah will sit down to go over membership duties.

Membership Report

- Sarah Pragg shared that there are currently 74 total members. 57 are ASAP, 17 DAPA.
- The number is lower (88 in November) because the large recruitment effort has not gone out for the new year.
- Sarah noted that membership lacks those who are not affiliated with the University of Delaware.
- Martin would like to set a goal of getting DAPA membership up to 50 or 60.
- Fiona suggested having DAPA members or council go to New Castle County events to promote DAPA.
- Fiona suggested using our network to better connect to people in Kent and Sussex to partner on an event in those counties to promote DAPA.
- Julia noted the DAPA members are mostly from New Castle County.
- Leann noted that new, young professionals lack knowledge about the benefits of DAPA and more events geared towards this generation maybe beneficial.
- **Action:** Sarah will work with Gene and Carl on timeline to send out the membership renewal reminder email out.

Treasurer’s Report

- Martin Wollaston noted that as of January 1st, DAPA will be getting a larger portion of the ASPA membership dues.
- Martin Wollaston gave treasurer's report. Martin reported that the expenses for the Awards Dinner were on par with last year and in total, the event cost us \$745.01.
 - We also received \$557 in sponsorships.
 - Martin noted that these were individual sponsors. Fiona asked if we reached out to company sponsors. Julia noted that we have, but it wasn't an organized attempt.
 - We need to decide if we can continue to use the same venues and vendors given the cost.
- Martin went over the Final 2016 DAPA Statement.
 - DAPA has two accounts (DAPA and DE Chapter of ASPA). We work out of the DE Chapter of ASPA.
 - DAPA account totals \$2,179.55.
 - DE Chapter of ASPA totals \$5,465.78.
 - Total amount for accounts is \$7,645.33.
 - We have a US Savings Bond account totaling \$16,707.60
- Martin noted that we are spending more than we are bringing in, and we need to address revenue and fundraising.
- Sarah noted that the website cost is not in the 2016 Summary. Martin noted the cost (\$254.23) will show up in the 2017 financial statement.
- Martin noted that we pay the franchise tax (\$25) in March every year because we are incorporated. The notice comes in paper mail to Dr. Jerome Lewis in 180 Graham Hall.

Website Update

- Sarah Pragg noted that the new membership fee (\$30) has been updated on the website. The increase is due to the extra fee PayPal charges us, as well as now having to pay for our website.
- Sarah also updated the Council page.
- New website manages membership and consolidates the email list within the website. All registration for events and membership can now go through the website as well.
- **Action:** Council members should look on the website to ensure their name is correctly listed on Council page.

2017 Event Planning

- Continue news emails with events, conferences, fellowships, job postings, etc. (Leann)
- Events/Programs: ASPA will promote our events if we send them updates.
 - Public Service Week (May 1-5)
 - Promote Third Thursdays
 - Third Thursdays (June, July, and August)
 - Annual Awards Dinner
 - Awards Committee timeline:
 - Send email solicitation for nominations to other universities (WilmU, Wesley, DSU, and Goldley Beacon) and DAPA members in August.
 - Nominations are due in October.
- The next meeting will be on a Monday, which will be announced via email in the next week.