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.