

DAPA Council Meeting
November 14, 2017
2:00-3:00 PM
University of Delaware
176 Graham Hall

Meeting Summary

Participating: Gene Dvornick (President), Leann Moore (Secretary), Julia O'Hanlon (At-Large Member), and Eli Turkel (At-Large Member)

Absent: Dan Smith (Vice-President), Martin Wollaston (Treasurer), Sarah Pragg (At-Large Member), Fiona Mulligan (At-Large Member), and Debbie Pfeil (At-Large Member)

Minutes from October 2017 DAPA Council meeting

- Not enough for a quorum; cannot vote.

Membership Report

- Currently, there are 25 DAPA members and 54 ASPA members. Thus, our membership stands at 79.
- Sarah Pragg created a membership spreadsheet that notes current students or those who have graduated in the last 2 years. This has been sent out to Council via email.

Treasurer's Report

- Martin Wollaston provided the Treasurer's Report via email.
- DAPA Account= \$2,063.18
- DE Chapter of ASPA Account= \$4,644.49
- A check for \$143.63 has been reimbursed for Third Thursday events, but has not yet been cashed.
- Martin reminded us that, in the past, he has used personal credit cards for deposits on events and then DAPA reimburses. This is an option moving forward as well. Specifically, for things such as the DAPA Annual Dinner.

2017 Event Planning

- **2017 Annual Dinner**
 - **Planning (Julia)**
 - Council voted via email to go forward with Buena Vista (\$580) and Caffé Gelato, despite a 2% increase on the Caffé Gelato charge. Last year food from Caffé Gelato was \$2,010 and bar bill was \$135. Total cost to DAPA last year was \$745.
 - VOTE: Julia motioned, Leann seconded. Unanimous decision.
 - COST for this year \$50 for dinner; \$75 for dinner and annual membership (\$5 savings for DAPA membership)
 - Look to get more sponsorships. Specially need to reach out to organizations associated with Public Administration.
 - Need to be careful with soliciting sponsorships from elected officials.
 - Julia will send out wording for soliciting sponsorships by the end of the week.
 - Julia, Kathy Murphy, Kelly Sherretz, Jess Velez, and Leann Moore will meet Monday, November 20th, at 10AM to talk through planning and awards.

- Committee will work with Sarah to decide on a registration/Rsvp timeline and to send out Rsvp/registration links. Deadline for registration will be at least 4 days prior to the event.
- Committee will draft a program and send to Council for review.
 - 5:30 Cocktail Hour
 - 6:30 Buffet
 - 7:15 Keynote/Remarks
- President will host the dinner.
- **Awards (Eli)**
 - 2 nominations for student award
 - 1 nomination for Public Service Award
 - Committee is meeting Thursday at 2PM to decide on a recommendation to present to Council. After Council approves, Gene will write formal letter and email to let award-winners know.
 - Lori Sitler
 - Jim Flynn
 - Eli Murphy
 - Kathy Murphy
 - Julia will send out award rubric metrics
 - Eli and Julia will order the plaques for the award winners.
 - Leann will send the form letter for winners to Gene.
 - Winners and one (1) guest can attend Annual Dinner for free.

Other Updates

- Leann working on a young professional night after the first of the year (2018). Send ideas and contacts for young professional networks to Leann.
- Gene: thanks to Eli for the Painted Stave Event- wonderful event!
- Dan Smith is looking to step back from DAPA. Looking to plan for filling the position in January 2018.

The next meeting will be at the call of the President.