

IN AHEAD Board Meeting Minutes

Date: 5/15/2023

Location: Zoom

Attendees:

Name	Present	Absent
Albert, Natalie	X	
Baumgartner, Nick	X	
Brenton, Debbie	X	
Grammas, Jordan	X	
Macher, Marie		X
Martin, Sarah	X	
McCombs, Ryan		X
McCracken, Kevin	X	
McLane, Kelsey	X	

Announcements

- Kevin McCracken accepted a faculty position at IUPUC and resigned as President of IN AHEAD.
- Sarah Martin accepted a position in disability services at the University of Wisconsin and resigned as Membership Coordinator of IN AHEAD

Discussion Items

- Proper procedures for transferring duties and filling the President and Membership Coordinator vacancies.
- By-Laws:
 - Include specific language for filling board vacancies that occur during a term
 - Proper process for approving amendments proposed by the Board
 - Review/revise roles and duties for each elected office
- Suggested topics for future IN AHEAD bi-monthly discussion sessions include captioning/ASL, attendance and assignment leniency, staying in our lane, ways to improve productivity. Natalie has scheduled the bimonthly professional development sessions through November.
- Management of the list serve and Google group

Board vote/decision:

- The Board decided that President Elect, Nick Baumgartner, will assume the duties of the President effective immediately. Nick will continue as President-Elect while performing the duties of the President for the remainder of 2023.
- The Board will appoint a member to serve as the Membership Coordinator for the remainder of 2023.
- IN AHEAD annual conference will take place at Ball State on October 27.

Action Items

- Kevin will notify IN AHEAD members regarding the two Executive Board resignations.
- Conference planning committee will meet on May 24.
- Board members will review their office description and send feedback to Nick by the end of the week.

Board minutes and