

Minnesota Education Job Fair Association Meeting

Friday, March 25, 2011

College of St. Benedict, St. Joseph, MN

Present: Pam Weller-Dengel (MSU, Mankato), Kristin Underwood (MSU, Mankato), DeAnna Goddard (Winona State), Vicki Decker (Winona State), Julie Westlund (UMD), Janet Pribyl (UMD), Gary Donovan (UM-Morris), Margie Giaouque (Bemidji State), Jeannie Stumne (UM- CEHD), Diann Lloyd Dennis (Northwestern College), Michelle Maczuga (MSU, Mankato), KellyAnn Ebner (MSU, Mankato), Sarah Covert (UM- CEHD), Angie Soderberg (UM- CEHD), Mike Hendel (Carleton College), John Clarkson (SJU), Brad Knoch (Carleton College), Kathleen Stompko (Concordia College), Sue Zurn (Concordia College), Jay Thoreson (Concordia College), Cindy Norbert (MSU- Moorhead), Lauren Kavan (Hamline University), Kelly Jordan (Hamline University), Natalie Bullinger (St. Kate's), Janine Papenfuss (Concordia-St. Paul), Dave Broza (Bethel University), Dina Morrison (College of St. Scholastica), Carrie Taylor Kemp (College of St. Scholastica), Keith Munson (Augsburg College), Corrie Odland (Gustavus), Cynthia Favre (Gustavus), Addie Turkowski (St. Cloud)

I. **Welcome, Call to Order:**

Meeting called to order by Cynthia Favre, Chair at 2:15

II. **Approval of Minutes (Fall 2010 at U of M)**

- Cynthia F. stated will approve in future, no meeting minute copies present

III. **Cynthia's Challenge**

- a. **Purpose/Operation:** Cynthia F. noted the changing landscape with budgets, alternate licensing, physical job fairs being replaced by online fairs and our fair losing money. Challenged the group to consider core values of why the group exists. Could/should we be doing other things, if so what? Suggested we identify a group at the summer meeting to do analysis of mission/focus, look at how we operate and share knowledge amongst members.
 - Janet Pribyl commented that minutes and constitution are on the website
- b. **Summer Meeting Action:** Cynthia challenged group to go to website, view constitution and think about idea/vision for the group and come to summer meeting prepared to share.

IV. **Finance Committee**

- Vicki D. Reported that the group had a conference call meeting and discussed continuation of Landt! funding and their recommendation. Also discussed the ability to subsidize summer meeting attendance. Advised group to wait until after the fair to determine if a subsidy can be offered and if so, how much.
- Ed S. stated the Finance Committee recommended no funding.
- Cynthia asked group for a motion to accept finance committee recommendation not to fund Landt! from Ed Fair.

- John Clarkson moved to accept finance committee recommendation not to fund LandIt! from Ed Fair. Diane C. seconded. 15 in favor, 2 opposed. **Motion I passed**
- Motion II: Accept 2nd recommendation from finance committee to wait until after Ed Fair to determine financing of summer meeting. Diann Lloyd-Dennis motioned, Margie G. seconded. **Motion II passed.**

V. Program Committee-Sarah C.

- Reported that Gary D. provided committee with history of group
- Based on survey results, will present on Alternatives in Education at summer meeting. Session will include highlights from AAEE conference, group activity and subsequent compilation of group ideas/responses
- Fair checklist for students was added to website

VI. Fair 2011

- Finance-Ed. S.
 - Report has been approved
 - A CD that matured in March was cashed, others are being held
- Marketing-Kristin U.
 - Apologized for confusion with materials with move from CD to online
 - 86 organizations (districts and other employers) registered, 3 presentations
 - Cynthia F. commented last year we had a total of 89 (districts) registered, 6 presentations
 - Invited 35 additional employers pulled from other fairs
- Facilities-Kristin U. (for Lu Ann)
 - Menu moved from buffet to plated, will provide a \$2,000 savings
 - Will only offer soda during breaks, estimated savings \$1,200
 - Cynthia made note to ask Lu Ann about vegetarian meal option
 - 130 hotel reservations, deadline to reserve is one week out. Encouraged to reserve ASAP
 - Will have lounge, no high-top tables to save \$1,100
 - Let Lu Ann know if smaller schools want to share a table for additional cost savings
 - Cynthia suggested reducing size of student lounge to 4 sections Pamela W-D. and Ed S. said 4 were plenty
 - Cost of insurance is \$700. Question: For 2012, would it be better to have each group provide copies of their coverage?
- Fair 2012 Date: Kristin U.
 - Ed Fair 2012 date set for Monday, April, 23rd
 - Monday, April 22nd 2013 tentative date. Lu Ann is now working with Judy at Mpls Convention Center to secure dates
- Registrar-Kristin U.

- Please submit student counts to Lu Ann. Will ask Lu Ann to resend email requesting this info.
- Staffing—Janet P.
 - Look for email early next week regarding fair staffing

VII. Program Committee

- Already offered report

VII. Positions to be filled-Cynthia

- Will need new Chair, must be a U of M representative
- Vicki: will need a new finance committee chair from the state schools
- Kristin: will be chairing gov. committee, may need to scale back on other roles

IX. Summer-Cynthia

- a. Send summer agenda items to Cynthia

X. Old Business

- Margie G. was approached by ND schools regarding attending this year's fair. No motion to allow them to attend. Margie will inform them that it is not possible to make it happen with 2 week timeline

XI. New Business

- Ed feels strongly that the student fee to attend fair should increase from current \$15 to \$20-25
- Cynthia recommended the recommendation be put on agenda for summer meeting; also suggested it could be a recommendation from the financial committee

Margie G. motioned to adjourn, Janet P. seconded.