

Minutes of the Minnesota Education Job Fair Association

Friday, March 26, 2010

College of St. Benedict, St. Joseph, MN

Present: Whitney Langenfeld, MSU-Mankato, Kristen Underwood, MSU-Mankato, Cindy Norberg, MSU-Moorhead, Emily Sladky, BSU, Angie Rivera (grad assistant) MSU-Mankato, Pam Weller-Dengel, MSU-Mankato, Kelly Jordan, Hamline, Lauren Kavan, Hamline, Don Talbert, Crown, Mary Jo Starkson, Bethany, Raschel Rask, St. Olaf, Janine Papenfuss, Concordia – St. Paul, Erin Dahl, Concordia-St. Paul, Mary Anderson, St. Scholastica, Bill Baldus, Metro State, Vicki Decker, Winona State, Julie Westlund, UMD, Adelaide Turkowski, St. Cloud State, Alyssa Maples, CEHD-UMN-TC, Sarah Covert, CEHD-UMN-TC, Kelly Meyer, Concordia – Moorhead, Jay Thoreson, Concordia-Moorhead, Patricia Conde-Brooks, Univ. St. Thomas, Erin Koolen, Augsburg, Lori Kraus, Univ. St. Thomas, Linda Ashworth, Northwestern, Gary Donovan, UM-Morris, Ed Stubblefield, CSB/SJU, Cynthia Favre, Gustavus

Meeting called to order by Margie Giauque, Chair at 1:30 PM

1. Approval of Minutes from Fri. Nov. 20, 2009.

Raschel, St. Olaf motioned to approve minutes, Kelly, Concordia Moorhead seconded. **Passed**

2. Chair Update

- Reviewed floor plan, parking, tracking students.
- 80 districts registered, for 93 booths, 60 interview booths, and 6 presentations. Half of the districts are from MN. This is down significantly.
- Luann is negotiating revised rates due to lower district participation.

3. Marketing and Facilities – Cynthia

- Reminder: use the template for name tags so that name tags are uniform.
- Smaller schools will share tables due to limited lobby area. Don't bring large school banners.
- Tentative date for fair at Convention Center is April 11, 2011, but there is no contract signed yet.
- Lu Ann is looking at alternate sites for the 2011 Fair.

4. Treasurer's Report (Ed Stubblefield) – **see report**

- Pam WD motioned to accept minutes, Sheila R seconded. **Passed**
- After the Fair send one check to Ed S., made out to: Minnesota Education Job Fair
- Turn in number of student with total to Ed
- IRS update about – no final decision from IRS yet
- There will be a \$300 stipend to each campus that attends the summer meeting in Bemidji

5. Volunteer Staffing – Margie

- A sign up schedule will be sent out soon. Please sign up for multiple shifts on-line.

6. Education Programming – Sarah C.

- Looking to get someone from MN Teacher Licensing Dept. to talk about new teacher tests, licensures, etc. for the summer meeting.
- At future meetings they hope to include Education Employer panels.

7. LandIt! - Margie

- There will be a promotion booth for LandIt! at Education Job Fair
- May promote LandIt! at Midwest ACE meeting

8. Old Business

- Finance Committee recommendations items: At the summer meeting, discuss location, ways to reduce costs, and rates for next year's Ed Fair. Should we increase rates? Our rates are higher than many fairs. We may institute a late registration fee for districts. Do we want to allow border students (WI, ND, SD, IA) Fair, and charge them a higher rate.
- Discussed covering the cost for MEJFA Chair to attend Annual AAEE Conference. This will be on the summer meeting agenda.

9. New Business

- We need an Ed Fair Chair for next year; this person should be from a Private college.

Meeting adjourned at 2:30PM

Submitted by Don Talbert, MEJFA Secretary