

DATE: October 23, 2007

TIME: 2:00 pm

SUBJECT: MCA meeting

LOCATION: phone conference

MEMBERS PRESENT:

Rae Forseth, Clint Arneson, Mickey Roberts, Chris Conell, Lisa Hunter, Pete Mangum, Joelle Johnson (left 2:55 pm), Winnie Ore, Jim Oberhofer, Fern Osler, Deb Willis

Jim Oberhofer called the meeting to order at 2:15 pm. Deb Willis took over meeting at 2:25 pm.

REPORTS:

Meeting Minutes:

Jim Oberhofer asked for approval of the 9/18/07 meeting minutes. Mickey Roberts requested to amend Don Herzog's name to Dan Herzog. Winnie Ore motioned to approve the amended meeting minutes. Pete Mangum seconded the motion. All approved. Motion carried.

Financial update:

Rae Forseth reported on the financial status of MCA. Current balance as of today is \$3,380.00. Deb Willis requested a copy of the financial bill for the 2007 conference from Rae Forseth.

US Bank Business Statement	September 30, 2007
Starting balance:	\$16,329.95
Total deposits:	\$10,078.00
Total card withdrawals:	\$11,970.71
Total checks paid	\$ 6,744.44
Ending balance:	\$17,692.80

OLD BUSINESS:

Election:

Lisa Hunter questioned the election ballots as there were no tally sheets with the ballots when she received them from Deb Willis. Lisa Hunter and Geri Mason recounted the ballots and signed tally sheets. Following are the results: Mike Aldrich – Adult Correctional Administration Rep, Chris Conell – Adult Institutions Rep, Chris Evans – Adult Probation Rep, Fern Osler – Adult Parole Rep, Kerry Pribnow – Adult Community Programs Rep, Joelle Johnson – Offender Addictions Treatment Programs Rep, Greg Bishop – Adult Detention Rep, Winnie Ore – Education Rep. Rae Forseth motioned to accept the recounted election results placing Chris Evans as the Adult Probation Representative. Fern Osler seconded the motion. All approved. Motion carried.

MCA Logo:

Deb Willis has not received any ideas for the updated logo from members. Deb Willis' vision for the updated logo will be primary colors and easily readable. Deb Willis will contact MCE Embroidery Shop to create some ideas. When Deb Willis receives them she will present them to the MCA Board.

MCA web site suggestions:

Rae Forseth and Lisa Hunter have not received any web site suggestions from the members. They will work with Dean Smail, the web master, to update the information on the MCA web site. Deb Willis will send an updated newsletter to be posted on the web site.

Pete Mangum motioned for Dean Smail to receive an MCA membership for his work on the MCA web site. Chris Conell seconded. All approved. Motion carried. Rae Forseth will notify Dean Smail regarding this information.

Black t-shirts:

Lisa Hunter reported that MCE would like MCA to take over selling black t-shirts to Correctional Officer's at MSP, the black t-shirts are part of the officer's uniform. The cost of the inventory that MCE currently has, as of 9/19/07, is approximately \$1,655.00. On this inventory, MCA would make an approximate profit of \$155.00.

Winnie Ore motioned to purchase the current black t-shirt inventory from MCE and continue to provide black t-shirts to officers at MSP for profit. Rae Forseth seconded the motion. All approved. Motion carried.

NEW BUSINESS:

2008 MCA conference:

Deb Willis met with the Crown Plaza in Billings to discuss the 2008 MCA conference at their facility. She has reserved the facility for 9/16 – 9/18/08. Deb Willis will forward the contract draft to Rae Forseth and Lisa Hunter to review.

Business cards for Board members:

Chris Conell asked if MCA Board members could get business cards. He would like to start collecting raffle items from businesses for the 2008 conference. Rae Forseth said that Vista Print offered 250 cards for \$5.95.

Rae Forseth motioned to hold off on ordering business cards until the logo has been finalized. Chris Conell seconded. All approved. Motion carried.

Location information from Great Falls:

Rae Forseth reported that Joann Roach from the Best Western in Great Falls contacted her. They are sending a proposal for the 2010 conference. They also want to get a deal with the hotel for the Western States. Rae will share this information with the Board when she receives it.

WeCA meeting:

The next WeCA meeting is scheduled February 14, 2008 in Phoenix, AZ. Rae Forseth is the 1st Vice President for WeCA and Lisa Hunter is the Montana Representative for WeCA. The Board needs to decide who should attend the WeCA meeting in February. This item will be added to the November meeting agenda.

NEXT MEETING:

November 20, 2007	10:00 am	phone conference
December 18, 2007	10:00 am	phone conference
January 15, 2008	10:00 am	phone conference
February 19, 2008	10:00 am	phone conference

March 18, 2008	10:00 am	phone conference
April 15, 2008	10:00 am	phone conference
May 20, 2008	10:00 am	phone conference
June 17, 2008	10:00 am	phone conference
July 15, 2008	10:00 am	phone conference
August 19, 2008	10:00 am	phone conference

MEETING ADJOURNED:

Rae Forseth motioned to adjourn the meeting. Chris Conell seconded the motion. All approved. Motion carried. Meeting adjourned at 3:05 pm.