Executive Committee Meeting
AGENDA
January 24, 2015
9:30-12:30 at Brookdale Library meeting room

I. Welcome and introductions, pass around contact information sheet (5 minutes)

II. MCTLC in 2015 (10 minutes)
   A. Mission
   B. Vision for the Future/Goals
   C. Image (local, state, and national publicity, photos, videos, FB, website)

III. Leadership (30 minutes)
   A. Overview of Leadership Manuals
   B. Work session, responsibilities and transitions
      1. Allison and Kim- budget
      2. Martin and Jen- call for proposals
      3. Kay and Jenny- adding contacts to database
      4. Lisa and Mary- newsletter
      5. Marjie and Grant- update board member information, go over minutes

IV. 2015 at a Glance (45 minutes)
   A. Responsibilities by month, post-it to-do list
   B. Events by month
      1. February- CCC (28th) and virtual board meeting (21st)
      2. March 12-14-Central States promotion
      3. April 11- PM board meeting, AM Certificate of Proficiency Workshop
      4. April 25th- Rochester workshop, Jan Holter Kittok
      5. July- Comprehensible Input Conference
      6. August 4-5 Retreat
      7. September CCC- we need to set the date
      8. October Conference "Educating Global Citizens"
      9. November 7th- Board Meeting
   C. Grants for future workshops- Affinity Grant, NEH Leadership and Learning Grant, Education MN

   BREAK (5 minutes)

V. Budget-Allison- (30 minutes)

VI. Advocacy- (5 minutes)

VII. Work session- (20 minutes)
   A. Allison and Martin- Awards
   B. Kim and Kay- Secretary of State form
   C. Mary and Marjie- Central States
   D. Lisa and Jenny- regional reps and membership
   E. Jen and Grant- website updates

VIII. Preparing for Central States with Anita Ratwik (12:00)