

Association of Business Information Systems

Executive Board Meeting
Thursday, March 09, 2017
Little Rock, Arkansas

Notes in Italics

2016-2017 Executive Board

President	James (Skip) Ward
VP/Program Chair	Sherry Rodrigue
Secretary	Degan Kettles
Treasurer	Carla Barber
Historian/Parliamentarian	Marsha Bayless
Past President	Jim Larsgaard
Journal Editor	Lori Soule
Proceedings Editor	Clive Muir

Call to Order of the 2017 meeting of the ABIS Executive Board – *Skip*

Officer Reports:

VP/Program Chair Report (Sherry Rodrigue) – 24 papers and presentations, 1 poster, 23

23 were accepted, one was finance, 3 didn't pass review first time, but after a second review they did. 23 papers in the program. As of Feb 17, 37 members, 2 student members. Last year had 52. About 13 less than last year, this destination decreased attendance.

Secretary Report (Degan Kettles)

Minutes from our 2016 Executive Board meeting distributed. Marsha move accept, unanimous vote to approve.

Treasurer Report (Carla Barber)

Balance _____

Progress on the bank account issue? (See notes from Jim email on DBA account)

Green paper, summary, \$5,8236.63 beginning balance. 1575.28 net income (after paying out 1149.72 in food). 584.81 in additional expenses (plaques, logo, boot camp). New balance 6814.10.

Proceedings Editor Report (Clive Muir)

7 papers, done 4, should be done with remaining 3 soon. Discuss changing requirements for proceedings. Can we edit proceedings before publishing? Discussion of journal pub/conference proceedings. Skip agreed to write new standards. Table the issue requested.

IRBIS Journal Editor Report (Lori Soule)

9 submitted, one rejected, 2 had major revisions and one got a rejection. One is getting additional review because it got positive/negative review. Looking at 5 or 6 articles currently. Target April for completion.

Nominations for ABIS Office

For 2017, ABIS only need to elect 1 position. First, will the current Secretary agree to move to VP/Program chair, and will the current VP/Program Chair agree to move into the position of President?

Will the current Treasurer (Carla) and the current Historian/Parliamentarian (Marsha) agree to hold the respective offices for the coming year?

Will the current Journal Editor (Lori) and the current Proceedings Editor (Clive) agree to continue in year 2 of their 2-year term? (agreed)

Secretary: Jim recommended and Sherry e-mailed Kristen King on 03/05/2017; unfortunately, she declined. Skip recommended Shane Schartz; Sherry e-mailed Shane on 03/06/2017 and he is interested in the nomination.

(discussed)

FBD Report

Topics: Dues, Projectors (*buy one*), food and bev (*each pay their percentage based on rooms they order*), accept the new member vote

Last year 649 attendees, 601 this year, walk up enrollment in progress still. Sherry: Concerns: AV costs have gone up \$25,000, \$37,000, \$56,000. 30-32 meeting rooms consecutive. Originally was overhead projects and screens. Marsha: in past we didn't have laptops, etc. brought. Either increase dues, or each association provides own projectors. Most associations were in favor of that rather than dues going up. \$100-\$125 to offset AV costs. Both of these questions need to be presented at the general meeting.

Should we have a late fee? It helps getting the right food counts, etc. Marsha says no need for late fee, we are small. Sherry, would like it.

Food and Bev: FBD has to commit to a dollar amount. \$45,000 cost when having 32 rooms, must have. Every room costs \$1000. Proposal is that each conference pays part of the room fees. Proposal is that the number of rooms you use requires a spend of a certain level. FBD picked up 30,000 of the meal costs, associations paid 15,000. We as a group exceed our room costs.

Small business and entrepreneurship, 2018 as guest, officially in 2019. Have 40 members.

Next year is our 40th year.

Old Business

1. Bank Account
2. How to handle no-shows in conference proceedings

New Business

1. Member gifts
 - a. 2018 will be organization's 40th year. Marsha: Luggage tag, USB drives,
2. Papers / Presentation / Poster submissions
 - a. Cover page
 - b. Similar format between initial submission, Proceedings, and Journal
 - c. How to promote posters
3. FBD items that will be brought to vote at next Meeting
 - a. Addition of Association of Small Business and Entrepreneurship (ABDE)
 - i. 2018 Guest Association
 - ii. 2018-2019 FBD Executive Board Vote
 - iii. About 40 members
 - b. Increase FBD fees \$125
 - c. Each conference provides their own projector for conference
 - d. Each conference must be a percentage of F&B cost, based off room allocations.
4. ABIS Registration Costs / Late Fees
5. Clarification of Board Member duties / responsibilities
 - a. Updates to Officers' Handbook

Should we refund Jim's fees -- he couldn't come? Marsha says, as long as we have the money, we should. Know that it will happen in the future, that people will get sick. Consider in the future: is it for everyone, for officers, etc.?

Adjourn