

## Association of Business Information Systems

Executive Board Meeting  
Thursday, March 14, 2019  
Houston, TX

### 2017-2018 Executive Board

President	Degan Kettles	
VP/Program Chair	Shane Schartz	
Secretary	Richard Kumi	<i>*Not Present</i>
Treasurer	Carla Barber	
Historian/Parliamentarian	Marsha Bayless	
Past President	Sherry Rodrigue	
Journal Editor	Ashley Hal	
Proceedings Editor	Lori Soule	

1. **Call to Order** of the 2019 meeting of the ABIS Executive Board – *Degan (12:26 PM)*

### 2. **Officer Reports:**

a. VP/Program Chair Report - Shane Schartz

- 34 registrations as of Monday (compared to 27 at that time for 2018 conference). We do not have any current registration numbers from conference.
- In regard to submissions for conference, 3 Papers, 13/14 Proposals, 1 rejection.
- ABC had extra submissions and shared with us to make a joint session.
- Discussion took place regarding increasing attendance / registration, including:
  - All authors on paper must register (Shane will run those number for past few years to see the difference and report back.)
  - Set a lower registration fee for non-presenters.

b. Secretary Report –

- Approve minutes from 2018 Executive Board Meeting
- Changes
  - In heading, change Meeting date to 2018
  - Under Treasure Report, beginning balance was blank, change to \$7,467.65
- Motion made by Carla to accept the minutes with approved changes; / 2nd Sherry
- All in favor; motion Passed

c. Treasurer Report - Carla Barber

- Carla submitted the orange sheet with the 2018 budget.
- Motion made by Sherry to approve the final 2018 budget / 2nd by Shane
- All in favor; budget approved

d. Proceedings Editor Report - Lori Soule

- Based off the current processing of papers for proceedings, only 3 complete papers eligible for proceedings. Only 2 papers were submitted and in 2019 conference proceedings.
  - Lori also questioned why the FBD proceedings were sent in PDF format. This made it very difficult to place in our proceedings. Shane stated that this was what he was provided. Past program chairs agreed it has not been done like that before, and request for Word format for program chair only if necessary.
  - More discussion on the current proceedings process will take place later in agenda.
- e. Journal Editor Report - Ashley Hall
- There were 6 papers submitted for the Journal. After peer review, 3 had major revisions, 3 minor. Ashley is waiting on the revisions; she is hoping to publish by April.
  - The journal will be published online, and she will email the members.
  - Discussion took place about the wording of the Bylaws in regard to proceedings and journal eligibility. This will be discussed at business meeting and, if necessary, an email vote will take place.

### **3. Nominations for ABIS Office**

- a. For 2019, ABIS only need to elect 1 position - Secretary. Recommendations from the board included Curtis Penrod and Eddie Horton. Members would talk to each to gauge interest and available for position.
- b. For 2019, Shane has agreed to serve in the position of President.
- c. Richard was not present at meeting. Shane / Degan will contact him to ensure that he understand the duties and agrees to serve in the position of VP/Program chair.
- d. The current Treasurer (Carla) and the current Historian/Parliamentarian (Marsha) has agree to hold the respective offices for the coming year.
- e. The current Journal Editor (Ashley) has agreed to continue, she will begin her 1<sup>st</sup> of a 3-year term.
- f. The current Proceedings Editor (Lori) has agreed to continue, she will begin her 1<sup>st</sup> of a 3-year term.
- g. The board asked Sherry Rodrigue if she would stay on in an Ex-officio capacity, she agreed.

### **4. FBD Report (Carla)**

- a. 2019 FBD Conference information
  - Overall FBD attendance is up compared to last year's conference.
- b. 2020 FBD Conference - March 11-14, 2020, at the Hyatt Regency in San Antonio, TX
  - Early registration ends Feb 21, 2020.

- FBD commitment for Food & Beverage is \$49,000. No charge for convention facilities if we meet room guarantee
  - We typically base the cost of the conference on the charge for coffee and tea. Coffee is \$78 a gallon, it will be a little lower than Houston
  - \$209 night room rate
- c. 2021 FBD Conference - March 17-20, 2021, at Moody Gardens Hotel and Convention Center in Galveston, TX
- Early registration ends Feb 22, 2021.
  - FBD commitment for Food & Beverage is \$45,000
  - \$159 night room rate
  - Hosted at Moody Gardens. They will have free self-parking. They are offering a \$48/person pass for entire conference for facilities
  - Galveston (Chamber of Commerce) and FBD are also working on shuttles to transport from Houston Hobby Airport to Galveston. There is a free shuttle around Galveston once there.
- d. 2022 FBD Conference – can't be in Texas. We have had last 3 conferences in that state. Each association needs to make suggestions.
- Options for states include: LA, AR, OK NM
  - Associations need to discuss this at annual board meetings and bring the association's vote to the to FBD board in Saturday morning Board Meeting.
- e. 2023 FBD conference will return to Houston on the 4-year cycle.
- f. FBD also considering FBD guest passes. As next two conferences are in tourist locations, members may bring family or more guests.

*\*\* Note, time ran short has we approached this part of the agenda. Many of these items were addressed in discussions prior in the agenda.*

## **5. Old Business**

- a. Proceedings – how to increase submissions
- b. FBD items (if any) that need to be brought to vote at General Membership Meeting
  - Location of 2022 conference
  - Membership fees
- c. Board Member duties / responsibilities
  - Does handbook need updating?
  - Social Media responsibility
- d. Next FBD Conferences

- 2020 – San Antonio, TX            March 11-14, 2020
- 2020 – Galveston, TX            March 17-20, 2021

**6. New Business**

- a. Approve minutes
  - Approved during officer reports.
- b. Registration Fees may need to be increased.
  - Discussion took place. Carla mentioned a sliding rule, allowing the board to increase fees, up to \$10, if the city had higher costs.
  - Marsha made a motion to increase fees by \$10/ 2<sup>nd</sup> Carla. All in favor, Motion passed. Will present at tomorrow's Membership Meeting for vote.
- c. Projector / laptop purchases
  - Carla suggest at a committee be formed that will research and present a proposal to board for approval.
- d. Make executive board all officers
  - Brief discussion took place, this will be looked at more when the bylaws are reviewed.
- e. Increase proposal requirements for consideration in preceding
- f. Proposal Award Considered Presented Papers to be included in the current year journal
- g. Make "best practices" for reviewer and submitters.
- h. Publish journal to a research database (if it isn't )
  - Lori stated that the journal is listed in the ERIC Database and Cabell's Directory of Publishing Opportunities in Accounting, Computer Information Systems, Education, Instructional Technology, and Management.

**7. Adjourn**

- a. Motion by Sherry, 2<sup>nd</sup> Shane. Adjourn 1:23 PM