

**Marriott Norfolk, Waterside
November 2, 2017
Annual Business Meeting**

Minutes

- I. Call to Order Maralee Weeks
Maralee called the meeting to order at 1:17 p.m. Quorum of at least 10% of the membership was confirmed (39 members).
- II. Approval of Minutes from November 9, 2016 Maralee Weeks
Michele Trader moved to approve the minutes of the 2016 meeting. Georgia McQuigg seconded. All agreed. Minutes were approved
- III. Treasurer's Report Nancy Tyler
Nancy Tyler reviewed the treasurer's report for November 10– December 31, 2016; and January 1-October 16, 2017. Treasurer's report will be filed for audit.
- IV. Membership Report Dianna Catron
Dianna Catron reviewed the membership report. Current membership as of 10-17-17: 172 members including honorary members, individuals, and regular vendor membership.

She reviewed the We Care program and reminded members to submit names of those who need recognition or concern cards. In 2017, 13 Cards sent as of October 25.

- V. New Business Jessie Graham
Election of 2018/2019
Jessie Graham (chair) recognized the committee members Glenn Smith, Caroline Walters, and Angie Diggs.
The incoming board will consist of:
President: Maralee Weeks, Stafford County Public Schools
Vice-President: Dianna Catron, County of Culpeper
Treasurer: Kim Salyers, Frederick County Public Schools
Secretary: Cena Vaillancourt, Chesapeake Police Department
Historian: Ryan Speer, Virginia Tech
Members at large: Marilyn Johnson, King George Sheriff's Office
Nancy Tyler, Fairfax County Public Schools
Jessie Graham, University of VA
Margie Tacci, Town of Herndon

Motion to approve slate: Georgia McQuigg

Second: Mark Walsh

- VI. Member of Year/Vendor of Year Dianna Catron
Member of the year: Glenn Smith, Library of Virginia
Vendor of the year: The Crowley Company, Robert Harris
- VII. 2017 Connis O. Brown Scholarship Recognition Angela Diggs
The following individual received a scholarship for the 2017 conference:
Lois Dalton-Ritger – City of Virginia Beach
- VIII. Other Business Maralee Weeks
Recognitions: Mark Walsh for his valued contribution including acting as our emcee.
Noble Payne for his work with recruiting vendors and with audio/visual equipment.
Georgia McQuigg, Angela Diggs, and Kim Edwards, departing board members, for
their service to the board.
Chris Koch and Nancy Tyler for organizing the 2017 conference.
- Chris Koch reported on the next conference which will be at the Sheraton
Oceanfront in Virginia Beach, October 16-18, 2018.
- IX. Adjournment Maralee Weeks
Mark Walsh and Glenn Smith (moved and seconded) – meeting adjourned at 1:44
p.m.

Respectfully submitted,

Kim Edwards, CRM
Secretary

Maralee Weeks
President