

**NHTM Board Meeting
Minutes
December 5, 2019
NEA Building, Concord, NH
Approved: 1/15/20**

Present: Raina Eckhardt, Allison Friend-Gray, Bernadette Kuhn, Natalie LaFlamme, Rob Lukasiak, Teresa Magnus, Joe Spadano, Annie Wallace

Absent: Donna Dubey, Lesley Fallu, Jess Jacques, Elisabeth Johnston, Michelle Morton-Curit, Dan Pooler, Ann Elise Record, Stephanie Wheeler

Rob called the meeting to order at 4:46.

Welcome/Announcements (Rob)

Rob reported that the ATMNE Twitter Chat is scheduled for 12/8/19. NHTM is supposed to host this one. Rob will work something out.

Secretary's Report (Natalie)

Terri moved to approve the September 19, 2019 minutes. The motion was seconded by Annie. The minutes were approved unanimously by the group.

Treasurer's Report (Michelle- absent)

Michelle is being honored tonight at a state event for being a PAEMST finalist. Michelle sent her report to the Board members via e-mail. Terri read the e-mails to the group.

On 9/23/19 Michelle purchased a new credit card reader through Affinipay (the company that manages Wild Apricot Pay that we have switched to from Pay Pal). She tested it out and it works fine (that's the \$1.00 listed under income that you'll see in the treasurer's report). This new reader accepts swipe & chip.

On 9/30/19, Michelle set up a separate account with TD Bank specifically for scholarships.

On 10/13/19, Michelle signed us up with AmazonSmile so that when people make purchases at smile.amazon.com/ch/02-0349434, AmazonSmile makes a donation to NHTM for our scholarship fund. Please help spread the word!

Taxes were filed by our accountant. The NH Nonprofit Annual Report will be completed by Michelle shortly (due 1/15/20).

Michelle asked about how to separate attendees and exhibitor fees for the conference. Currently, both fees come in as "Event Registrations." Allison is not aware of being able to distinguish between the two other than looking at the dollar amounts. Allison has a different screen view of Wild Apricot than others do. If Michelle wants to get more clarification, she can send a screen-shot of what she sees to Allison so they can figure something out.

Regarding selling advertisements on the website, Michelle contacted our accountant. Since we are a nonprofit, we cannot sell advertisements, but we can ask for donations and we can celebrate sponsors of our organization on the website. The Board likes the idea of giving "shout-outs" to people that donate.

The Board appreciates Michelle's work on the Amazon Smile donations, Wild Apricot Pay and the separate scholarship account that she set up for us.

Membership Report (Bernadette)

We are at a low of 161 current members even though Bernadette has sent 78 e-mails to lapsed members and she continues to reach out to lapsed members every 8 weeks or so. Of the 78, she got 1 who signed back up.

A discussion ensued about how to get more members.

Perhaps we should be reaching out to math departments? Schools can be members too (\$35.00). If you are a member of NHTM you are also a member of ATMNE. This will be stated on our website.

Terri researched the NHTM free membership policy and found the following from the minutes dated May 14, 2015 (????):

1. Free Memberships and Reduced Conference Fees for First Year Teachers and Undergraduate Students (Greg)

Available beginning the 2014-15 school year, NHTM will offer free one-year NHTM memberships to undergraduate students, preservice teachers, first year teachers, PreK-6 teachers who have not held a NHTM (or NHJEM) membership previously, and experienced teachers in their first year of teaching within New Hampshire. The free one-year membership will also make the member eligible to receive the "reduced rate" at the NHTM Dine & Discuss and Spring Conference (which typically is set just high enough to cover meals) for that membership year.

[How do we notify these people that they get a free 1-year membership?](#)

Our awardees often don't become members after their free membership is over. They are getting hundreds of dollars from us and still not joining. A discussion ensued about making it a requirement to be a member to win or to nominate someone.

[Joe moved: Effective Fall, 2020, change the NHTM Evans, Prevost and Balomenos awards criteria to require any persons nominating someone for an award to be a current member of NHTM in good standing. Members may self-nominate. Seconded by Terri.](#)

[The motion was tabled for the next meeting \(Zoom 1/15/20\).](#)

Annie suggested we give feedback to people who apply for an award or scholarship. In that feedback, if they have not been involved in mathematics at the state level, we can encourage them to get involved in NHTM. From her experience with PAEMST, Donna might be able to wordsmith how this feedback would be written.

Bernadette will reach out to Stefanie about getting a notice out on the Principal's list-serve encouraging principals and math leaders to join NHTM.

[What else can we do to get more members? Board members should be thinking about this for discussion at our next meeting.](#)

Webmaster Report (Allison)

Is everyone getting the NHTM Board e-mail? Allison believes it is working. Annie is getting the e-mails, but she can't get into her account.

Allison will be updating the Job Descriptions on the website. She'd like to include photos of us. [The board is encouraged to send Allison photos of us to be put on the website.](#)

It's time to start making a big deal of the Spring conference so it should be put on the website.

Media and Public Relations Rep (Jess)

No report. However, the information about the Spring conference should be advertised as soon as possible on all of our social media outlets.

Newsletter/Blog Update (Elisabeth)

Rob asked the Board for their thoughts on how the transition from the Mathesis to a Blog can be improved. We are still in the growing pains stages of going from a newsletter to a blog.

There seems to still be some confusion about what types of articles are acceptable for the Blog. It also seems that going from a newsletter to a Blog has created a void of where to put articles that are informative about math education, NH Math and NHTM news. [Should these types of items be on the website?](#)

Another question is who has access to upload articles? We know that Dan, Elisabeth, and Ann Elise are well-versed in maintaining and posting to Blogs, so they access. Should other Board members have the ability to upload their own articles? During the beginning of the transition, the Board decided to have most people go through Elisabeth so she can proofread the articles. Is this still necessary? Raina wondered about if she can upload hers herself. [Who can post what is something the Board needs to revisit for the Blog.](#)

Middle School Rep (Dan)

No report.

Secondary Rep (Lesley)

Rob shared that Lesley has received 2 nominees for the Evans Award.

Also, refer to these minutes, #3 of the Membership Section for a motion by Joe that will be discussed at the next NHTM Board meeting regarding criteria for nominations.

Post-Secondary Rep (Raina)

For the Spring conference, Raina spoke to Jean Potillo (MCC Director of Information Technology)about having a power point/video show to run on the big screen in the gathering area. This equipment will be available to us.

Raina has not gotten any responses on the Prevost Award from any of the schools she sent information to. When she did not get any feedback, she sent out another reminder about the deadline coming up. Raina has not received any nominations.

Raina asked for clarification about her duties. The scholarships are for both the high school and the college awards.

ATMNE Rep (Joe)

Since our last meeting there has been no ATMNE activity.

Joe wondered if anyone is getting e-mails from ATMNE affiliates? The consensus was no. There seems to be a disconnect about getting information from them. Bernadette has added them to our distribution list, but it doesn't seem like they have us on theirs. Joe will clarify with ATMNE who should be getting what.

Shout out to Beverly Ferrucci for the New England Mathematics Journal. The theme for the next issue is *Supporting ELL*.

NCTM, NCSM, Regional Structure (Annie)

NCTM The 100th Anniversary conference is in Chicago in April. There is a song contest that we should consider entering.

NCSM A new slate of officers was just voted in. Annie will get this to us soon. They put out a call for donations for the travel grant they offer. Their conference is the end of March.

Regional Structure The book studies are up and running. Michelle would like to have more people respond with the on-line book talk. There is a book study at Pinkerton (Donna Brink south central). Donna Furlong is working on starting one in February. Darcy Kane is hoping to get one going in February as well.

DoE (Donna)

No report from Donna, but Annie reported:

Since the state is saving money by doing licenses on-line, they are looking at reducing the cost of certification for teachers.

There is an elementary subcommittee looking at the current K-8 general education certification with a focus area. It was originally supposed to be a temporary certification. Now K-8 teachers with a focus area are being told to teach outside of their focus area. The plan is to phase out K-8 certifications without a focus area and to develop a series of courses that will allow those

teachers to get a focus area. The focus area will be on licenses and then people will not be able to teach more than 50% outside that focus area. If you have any ideas around this, send them to Annie.

Board Roles and Responsibilities Update (Terri)

Terri compiled the ones that were sent in and sent them back out to all of us. We need to update these, particularly, the Mathesis Editor description. Again, it goes back to the Mathesis vs the Blog. How do we clearly get general information out to members while also providing interesting and thought-provoking articles to our members? Is it on the Blog? The Website? Something else? We should also look at other affiliates for what they do.

This needs to go higher on the Agenda for a future time.

2020 Spring Conference Update (Dan and Rob)

The facility (MCC) is all set. Due to Raina's discount the facility cost came in at half what was expected (est. \$2300, but it will be \$1145). Another cost associated with use of the venue is the permit for the City of Manchester (\$300). The record of our insurance has been filed.

The committee is looking for cheap meals – possibly boxed lunches; muffins for breakfast. Joe is working on the "Get More Math" group to do a 20 minute talk and they will give about \$10 for each person toward lunch. Joe will work with the Program Committee to figure the details out.

It would be great to get a breakfast sponsor.

The schedule is not set yet, but it was suggested that the Keynote from URI present in the morning.

We have an exhibitors list and invitations have gone out to them. We have two registered so far.

Registration to attend the conference is \$105 Early Bird and \$125 on-site. The main presenter of each workshop is free. Others will have to pay. Registration to attend the event should open up soon.

As typical, vendors need to pay to present a session.

A "Save the Date" should be put on the website and on all of our social media.

Other Business

Natalie received a Thank-you note from Roberta Kieronski regarding flowers from NHTM to remember her friend, Lew.

Terri reminded the board that it is time to think about elections for next year. People are needed to run for ATMNE Rep (Joe is running again); Secretary (Natalie running again); the Middle School Rep; and the Secondary Rep. It is best to have at least 2 people running for each position. If you know of anyone, please encourage them to run. It would be great to get some North Country people.

Bernadette made a motion to adjourn; seconded by Joe. The meeting was adjourned at 7:15 by a unanimous vote.

Respectfully submitted by,

Natalie LaFlamme

NHTM Secretary

Next meeting Agenda Items:

- I. Discussion of Board positions regarding duties and term lengths!!!
- II. Creation of an award strictly for elementary teachers.
- III. What else can we do to get more members? Board members should be thinking about this for discussion at our next meeting.
- IV. Joe's motion was tabled for the next meeting (Zoom 1/15/20) *Effective Fall, 2020, change the NHTM Evans, Prevost and Balomenos awards criteria to require any persons nominating someone for an award to be a current member of NHTM in good standing. Members may self-nominate.* Seconded by Terri.
- V. Who can post what is something the Board needs to revisit for the Blog.

Future Meetings:

- ZOOM Meeting Wednesday, 1/15/20 (Hosted through Rivier University)
- Wednesday, 5/20/20 (Plymouth The Common Man)