

**PEA Executive Committee  
Meeting Minutes  
For  
January 13, 2005**

**Board Members Present:** Liz Allred, Marsha Howell, Jay Greene, Betsy Newman, Matt Lovell, Shauna Crane, Dave Peterson, Rob Barton, Bryan Earl, Debra Parrish.

**Board Members not Present:** Stacie Gomm, Kevin Reeve, Kelly Olsen,

**Other PEA Members present:** BrandE Faupell

**Minutes:** Liz moved to accept November 4<sup>th</sup> meeting minutes as presented. Betsy seconded. All in Favor.

**Scholarship/Endowment Committee Report:** Betsy Newman

Discussion of the response from the letter and new contributors to the PEA Scholarship fund. Betsy will be getting the letter to solicit applications for 2005-2006 school year. The board discussed the dollar amount that should be awarded based on the amount that is available and how many scholarships to award. Discussion to decide this amount was based around the amount of money projected to the fund and the now existing funds. This led to discussion on how our funds were invested. After much discussion of questions and answers, it was decided to have Jay create a Quazi fund from the approximate \$8,000 in our development contributions fund and leave the remaining approximate \$26,000 in our true endowment fund. The Quazi fund would be set up to always have at least \$5,000 as a base amount. We would use the difference and interest as the amount that would be issued each year to our scholarships. Suggestion was made to do a one-time donation from the PEA membership specifically for this special Quazi fund base. We would like to give a little more money per scholarship, and a few more scholarships each year. The actual setting up of the Quazi fund was tabled until February.

Betsy will add a couple more items to the criteria for selection of the winners of the scholarships to include the costs of the credits they will be taking, Academic status, etc. Betsy will set the points on a sliding scale so that scholarships can be awarded up to \$1,000 per scholarship. These will cover tuition, and books if needed. Any excess of scholarship monies will be returned to PEA fund.

Betsy will supply information to Shauna for the Newsletter. Decision on who wins the scholarships is hoped to be completed by the end of March.

**University Relations:** Shauna said that she would need any information for the Feb newsletter by the 1<sup>st</sup> of the month. Due to the need to get the information about the scholarship out sooner than that, Betsy will have the information to Shauna and Rob for the web page and we will send out an email with links to the web by this next Tues. or Wed.

**Professional Development:** Dave presented Marsha with the copies of the bills for the November luncheon and the Brown Bag. A Big Thanks to Dave and his committee for the great job they have done. The difference from the funds expended and those collected was only \$90.00 from the PEA account. Liz suggested not having the Brown Bag concerning the Legislative session until at least April.

**Legislative Committee:** Liz reported that Betsy had written an excellent article for the up-coming UHESA day at the Legislature. This information will be added to email sent next week. February 2 is the day selected to meet at the legislature. There is a meeting on the 14<sup>th</sup> that will finalize information about the day. We are scheduled to meet from 12-2:00 pm. Liz would like to get all the board members to invite bodies to go in their vehicles to Salt Lake. Marsha Howell has been invited to give the opening prayer on the UHESA day in the Senate. This is a great time to make our presence felt. We need to have a great turnout. It is very important politically that we make our presence felt this year. UHESA needs to become a part of the political process if we are ever going to have any influence in this state. The UHESA presentation will be done in the West Bldg. 1 in Room 35 from 12 to 1:45.

**Health and Safety:** Marsha presented a copy of the Dec Health and Safety Board Meeting. There would be another one for January today. There will be some changes to our insurance soon. Marsha will get this information out to us as soon as she receives it.

**General Business:** Marsha gave information concerning the Tsunami Fund Raising at USU. It will start on January 19<sup>th</sup>. It is mostly being organized by the international students, through the VP for Student Services, Gary Chambers. There will be Memorial Service on Jan 26. Their goal is to collect at least \$100,000. They are hoping that everyone will donate one hour's salary. There were questions raised as to who the money would be paid to. There would be another meeting by Friday. There will be a letter being sent out by the President in support of this effort.

There was not enough time to discuss PEA letterhead. It was tabled until our next meeting.