



***Emerald Coast Chapter
International Test and Evaluation Association
Post Office Box 1584
Eglin Air Force Base, Florida 32542***

*President
Chris Nixon*

*President Elect
Jeri Ghosh*

*Past President
Bran McAllister*

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*Election Chair
Tim Swope*

MINUTES OF THE EXECUTIVE COMMITTEE MEETING

1. **Call to Order.** President Chris Nixon called to order the Executive Committee meeting in Building 22, Eglin AFB, FL, on Tuesday, 11 Mar 2008 at 12:00PM.
2. **Minutes of Previous Meeting.** Minutes of the 12 Feb 2008 meeting were discussed and approved.

Members in attendance: Chris Nixon, Jeri Ghosh, Bran McAllister, Arissa Hodges, Buff Tibbetts, Mark Erickson, Ron Higdon, Chris Snider, Rob Crist, Craig Otto, Dale Bridges, Doug Davis, and Andrew Gosnell were in attendance.
3. **Reports:**
 - A. Treasurer – Buff Tibbetts reported \$547.74 in checking and \$13,819.37 in money market account. Buff Tibbetts indicated that we should be expecting about \$800 in membership money from ITEA nationals. Also, the chapter received thank you letters for supporting the Okaloosa-Walton College Mu Alpha Theta Math Competition and the Okaloosa County Schools Science Fair Awards.
 - B. Education Chair – Mike Buck was not in attendance. Chris Snider reported that 10 scholarship packets had been received. The review process would take 2-3 weeks to complete. There was discussion on the number of scholarships to award. Buff Tibbetts made a motion, seconded by Chris Nixon, that the chapter should award 5 scholarships. The motion carried.
 - C. Membership Chair – Betsy Thorn and Neil Christianson were not in attendance.
 - D. Programs Chair – Donna Self was not in attendance. Several suggestions for guest speakers were made for the ITEA July/August event. Jeri Ghosh suggested the incoming OG commander. Dale Bridges suggested Col. Arnold Bunch, incoming AAC commander. Buff Tibbetts suggested the topic of “DTEC T&E with Respect to AFMC”.
 - E. Awards Chair – Harry Strittmatter was not in attendance. Chris Nixon stated that the schedule of ITEA Awards was sent to the Test Wing Executive Officer. Chris Nixon stated he would get with Harry Strittmatter to make sure the information was going to the right people.
 - F. Symposium Chair – Mark Erickson stated he was contacting MajGen Edgington (keynote), MajGen Eidsuane (luncheon), and Col. Roberts (luncheon) for guest speakers. Chris Nixon stated he would generate letters for the speakers. Mark was also trying to fit three more presentations into the schedule. Online registration is open and will be open until April 4, 2008. Session chairs had been confirmed. Currently had 10 exhibitors but still lots of empty spaces. Bran McAllister and Buff Tibbetts would inventory ITEA gifts for the 3 guest speakers. Jeri Ghosh volunteered to look into gifts for the 3-session chairs. Jeri Ghosh also stated that volunteers would be needed to help stuff “Welcome” bags and run the registration table. It was also agreed upon that there would be conference planning sessions every Tuesday during March 18-April 8th in Building 22 at 12:00pm.
 - G. Publications Chair – Rob Crist stated the scholarship information was published in Eglin bulletin and local papers. The next issue of the ITEA Journal should have the article about the recent ITEA quarterly award winner.
 - H. Election Chair – Tim Swope was not in attendance. Buff Tibbetts stated that we should start looking for candidates to full vacant officer and chair positions in August. He also stated that the ITEA election process should be reviewed.

Old Business. Review of open action items.

A. **Webmaster:** CLOSED. Andrew Gosnell has agreed to be the webmaster for the ITEA ECC.

4. **New Business.**

- a. There was discussion on what information should be posted on the website. Suggestions included: A Message from the President, the approved ECC BOD meeting minutes, a Quarterly Newsletter, and upcoming events. It was also suggested to have contributing authors submit articles.

Next Board of Directors Meeting: Tuesday, 8 April 08 will be at Bldg 22, Room 107 conference room. The meeting will be at 12:00 PM.

5. The meeting adjourned at 1:00 PM.

Arissa Hodges, ITEA ECC Secretary