



Members Present: Mitzi Trahan; Julie Holmes; Randy Parker; Michelle Haj-Broussard; Jeanne Ebey; Dustin Hebert; Kathy Campbell (via phone)

Review of previous LERA Board meeting, March 8, 2013: No minutes were available to review.

Rayma Harchar donation - not sure where we are on that.. Kathy had spoken to John Harchar will get in touch with him again about the memorial amount.. Kathy Campbell will ask him to send the check to Julie, made out to LERA. Julie will put into LERA account. A ceremony recognizing the contribution and John and memorializing Rayma will be done at the Spring Conference.

LERA Financial Report - Julie gave hotel \$500 check for Spring Conference on August 23, 2103, leaving a Balance of 4834.60 in LERA acct. Julie recommends that we continue to recruit and have a good, solid spring conference.

Julie is often contacted by graduate students who need an official document from the organization to verify their membership. It was suggested that Julie send members some type of official notification that they are members of LERA for the annual year. Board discussed options for addressing this concern. DECISION: Dustin will send current members a certificate of membership via email. From now on, members will be given the option of whether or not their information (name, email address, affiliation) will be posted on the LERA website.

New URL will be disseminated through the old URL address and through a welcome back to school email from Dustin. It will be written today by the Board before we leave. (Before the meeting ended, Dustin developed welcome back letter, shared it with the group, and planned to send out to members.)

Conference Proposal deadlines: At last conference, the 2013 deadline was extended from Jan. 7, 2013, to Jan. 30, 2013. DECISION for 2014: Proposal deadline - Jan. 13, 2014; Final Deadline - Jan. 27, 2014; Notification acceptance date: Feb. 12, 2014; Conference is March 13-14, 2014.

Submission procedures: This year (2014) Randy will be pulling the proposals from the LERA website for review.

Elections for 2014: Positions needed - Pres. Elect/Prog. Chair; At Large; WebMaster/Historian

Dustin will post that members should consider running for the vacant positions and also list the qualifications for each position on the website.

There is a need to look at current bylaws as no one seems to have a common set.

RICE: ISBN# 978-1-4675-4083-4 from Jim in Fall 2012.

Revisions need to be made on the bylaws specifically concerning the journal.

Review of the DRAFT letter for Call for Editors and Review Board: HOW TO ADVERTISE
Mitzi developed the draft. It was discussed and revisions were made. DECISION: Mitzi will edit the letter and send final copy of the letter to Dustin. It will be placed on the website by Dustin. Dustin also will send to La. University Teacher Ed Faculty. Dustin will be responsible for sending letter (grad student will develop listserv) to send to all members and others on listserv - can be used as a recruitment tool.

Revisions of DRAFT Call for Editors and Review Board: REVIEW BOARD SELECTION AND QUALIFICATIONS

DECISION: It will be published as often as warranted by quality contributions as determined by the editorial board; All review board and managing editor must be members of good standing with LERA; one managing editor and 5 reviewers make up the editorial board. Applicants for editor or review board should submit application to Mitzi by Dec. 31. Mitzi will edit the letter and send out to groups mentioned above.

Qualifications of LERA Board Members

Roles, responsibilities, and qualifications of various elected officers of the board were discussed and the bylaws were amended to reflect changes. Julie made these changes in writing to revised bylaws.

The bylaws were revised and approved by the Aug. 23 members present: Michelle, Dustin, Jeanne, Mitzi, Randy, and Julie. The Aug. 23, 2013, revision of bylaws will be available on the LERA Website. Julie will also send an electronic copy of the bylaws to the Board Members.

MSERA - La. Year to host MSERA. Dustin has gotten some proposals and Kathy is also planning to get some other proposals. The MSERA should vote on the 2015 location at their Nov. meeting so proposals need to be ready very soon - prior to the Nov. MSERA meeting.

Recap:

-Kathy will contact John for Rayma Donation - Invite John to conference. Mitzi will do a plaque for John in Rayma's Memory. Randy will send the logo to Mitzi to use on the plaque. A letter from John's organization should be submitted to LERA for our records for the contribution.

-Financial Report - deposit has been made to hotel for Spring Conference

-March 13-14 - Randy will do proposal reviews and agenda; Dustin will place notice on both old and new website

-www.LERAweb.net is the new website

-Student awards will be on website

-Dustin will put upcoming Board vacancies and qualifications on website for members' review and consideration. Julie will get the qualifications to Dustin.

-The Bylaws were revised by the members present. They will be placed on the LERA website by Dustin.

-Dustin will send the Welcome Back letter to all members via email.

Meeting was adjourned with a unanimous vote.