

AZACTA Agenda & Meeting Minutes

Date & Time:	07/09/2024; 2 p.m.
Meeting Link:	Join from PC, Mac, iOS or Android: https://cochise.zoom.us/j/93609674499 Password: 610204 Or join by phone: +1 669 444 9171 (US Toll) or +1 669 900 6833 (US Toll) Meeting ID: 936 0967 4499
Important links	AZACTA Shared Drive (includes previous meeting minutes) https://azacta.org/ AZACTA list serv (public email group) AZACTA sponsor contacts
Attending:	Becky Westby Diana Pinon Nancy Stufflebeam Ashley Nichols Heather Gijanto Rachel Lievrouw Holly Banes

Agenda Items:

1. **Treasurer's Report**– AZACTA Treasurer Report.xlsx
2. **Payments for 2024 conference**– Final Conference Registration-2024-07-09.xlsx
 Everyone has paid. Huzzah!
3. **AZACTA memberships**--Are these being paid by people who do not attend the conference? Those who are accessing the listserv?
 - a. MCCCCD won't pay for professional memberships unless they are "rolled in" to a conference fee.
 - b. For next meeting:**
 - i. What are benefits of being a member? Should we continue to charge membership fees separate from conference fee? If so, individual or institution fee?
4. **Location for next year's conference**--
 - a. At NAU with a virtual option? Need to select potential dates and have them confirm availability
 - b. At Cochise with a virtual option?
 - i. Becky confirmed no facility fee for employees, streaming, etc. Discounted catering

5. **NCTA Certification Test**—do we have info on how many people in the first group passed that section?
 - a. Internationally 65 individuals passed
 - b. Score of 500+ out of 800 was considered passing
6. **NCTA rep to attend AZACTA conference next year?** Rosie Summerhays offered to attend again for next year's conference. We reimbursed her for her travel expenses (\$482.97 lodging, gas, meals). Is that something we want to do again for next year? Or have her give a virtual presentation instead?
 - a. Extend invitation for Rosie to present, recommend virtual option
7. **Conference Survey Results**--What was useful, what was not?
[x conference-survey-azacta-2024-06-24.xlsx](#)
 - a. **Consider longer breaks, longer presenter times, time for Q&A**
8. **Ideas for year long support for AZACTA members**-- other ideas besides conference/listserv only.
 - a. **Look into professional development credits**
 - b. **NCTA certification experts/guides**
 - c. **Test Center tours, streaming, best practices,**
 - i. **Share once a month?**
 - ii. **Begin with Board members sharing, nominate other centers**
 - d. **Collaborate other ideas for next meeting**
9. **Ideas for meal reimbursements?**--There was lots of money wasted on food for people who did not attend the reception when they stated they would.
 - a. **Will discuss August Meeting**
 - b. One idea is to order only half of the amount of food, then have the restaurant cook more as needed
 - c. We can also donate leftover food to the local food bank?
10. **Updated bylaws--need to add to website:**
[w AZACTA bylaws amended 2024 editable.docx](#)
 - a. **Holly will add**
11. **Social Media:**
 - a. Does anyone have anything they would like to see posted in the next month?