PRESIDENT’S CABINET MEETING
May 17, 2005
MINUTES

MEMBERS PRESENT:
Steven Jones, Terry Berg, Renea Fike, Victor Fite, Brad Johnson, Paul Matney, and Damaris Schlong

MEMBER ABSENT:
R. E. Byrd

OTHERS PRESENT:
Mark Hanna, Danita McAnally, and Brenda Sadler

MINUTES – Cabinet members were asked to peruse the May 5 Minutes and notify Sadler of any changes or corrections needed.

FILTERING E-MAIL – Fite indicated that anyone who has the new GroupWise program on their computer should have filtering included. He suggested that individuals who receive questionable SPAM delete them rather than opening them.

LEADERSHIP AMARILLO/CANYON – Those mentioned as nominees for the next Leadership class are Bob Austin, Richard Chelf, and Brenda Wilkes. The nomination form will need to be submitted by the first part of July.

BUDGET WORKSHOP – Jones said that the Board will be receiving a preliminary budget in their Board packet later in the week. The Board will be encouraged to take the preliminary budget from the May Board meeting and mark it up with questions and bring to the June 7 Budget Planning Workshop ready to discuss. The budget was balanced through use of contingency funds. Fite indicated that $30,000 would be moved into contingency out of the “other” budget due to Datatel delaying implementation of their latest software which probably will not be until fall 2006. Berg urged the Cabinet to get any changes in their areas to Theresa Rider as soon as possible. Johnson mentioned that AC may experience a big cut in Perkins’ funds due to their new criteria. Fite reminded the Cabinet about the cut AC received when we no longer received the $200,000 – $300,000 from the TIF grant. Jones said that counting on Perkins and federal monies is too risky; there may still be a large proportionality impact. The Skills Development fund may decline. If AC does not receive Title V funding, a tax increase may be necessary.

STRATEGIC PLAN UPDATE – Johnson distributed the draft version of 5/16/05. He discussed the Cabinet Review Section. Discussion was that Cabinet members need to identify those actions which will lead to achieving the themes, goals, and strategies. It was indicated that each member deal with their own areas which are not yet tagged. Jones said he was pleased with the Strategic Themes, Goals, Strategies section. Each member was assigned pieces of the action plan to identify goals where we are and where we want to be and the action which will take us to the desired goal. The deadline to get targets, end objectives and to set a timetable to Johnson was set for May 27. The implementation plan will be presented to the Board at the June meeting.

Next meeting: June 7, 2005
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