



Southwestern Oklahoma State University  
**SWOSU Digital Commons**

---

Minutes and Agendas

The DaVinci Institute

---

3-25-2005

## Minutes Board of Directors Meeting: March 25, 2005

The DaVinci Institute

Follow this and additional works at: <https://dc.swosu.edu/davmins>



Part of the [Adult and Continuing Education Commons](#), and the [Curriculum and Instruction Commons](#)

---

### Recommended Citation

The DaVinci Institute, "Minutes Board of Directors Meeting: March 25, 2005" (2005). *Minutes and Agendas*. 35.

<https://dc.swosu.edu/davmins/35>

This Minutes is brought to you for free and open access by the The DaVinci Institute at SWOSU Digital Commons. It has been accepted for inclusion in Minutes and Agendas by an authorized administrator of SWOSU Digital Commons. An ADA compliant document is available upon request. For more information, please contact [phillip.fitzsimmons@swosu.edu](mailto:phillip.fitzsimmons@swosu.edu).

**AGENDA**  
**The DaVinci Institute**

**Oklahoma State Regents for Higher Education**  
**March 25, 2005**

- I. Call to Order**
- II. Introduction of Guests**
- III. Approval of Minutes**
- IV. Financial Report**
  - a. New Bank Account**
  - b. Kirkpatrick Foundation Grant**
- V. Update from the Scholars Committee**
- VI. Update from By-laws Committee**
- VII. Scholars Banquet Update**
- VIII. Webpage Update**
- IX. Creativity Project Report**
  - a. Resolution**
  - b. Meeting update**
- X. Strategic Planning Update**
- XI. Lecture Series Update**
- XII. Old Business**
- XIII. New Business**
- XIV. Adjourn**



The DaVinci Institute  
Board of Directors Meeting  
Minutes  
March 25, 2005

---

A meeting of the Board of Directors was held Friday, March 25, 2005 in the Oklahoma State Regents for Higher Education (OSRHE) Library Conference Room. Vice President Tim Faltyn called the meeting to order at 12:30 p.m. Directors and Advisory Board members attending were Mary Brodnax, Linda Tiller, Scott Hale, Kyle Dahlem, Billi Kaye Meacham, Jean Hendrickson, Susan McCalmont, and Terri Cummings.

Introduction of Guests. No guests attended the meeting.

Approval of the Minutes. Linda Tiller moved minutes of the February meeting be approved as presented. Kyle Dahlem seconded the motion. Motion carried.

Financial Report. Treasurer Linda Tiller presented financial reports for December, January, and February. She explained that the December report approved by the board in January was incorrect. A check received in December from Presbyterian Health Foundation in the amount of \$2,130.52 had not been recorded as income at the time the December report had been presented to the Board. This omission has been corrected and the revised report will require Board approval. The January financial report was not considered in February but carried over to March for approval. Ms. Tiller commented that there were insufficient funds in the Operating Account to cover the 2003 and 2004 Scholar Award commitments for FY 2004-2005. She suggested that the Board consider a fundraising event in Fall 2005.

Ms. Tiller requested the December report be accepted as revised and the January and February reports be accepted as presented. Kyle Dahlem moved to accept the reports. Mary Brodnax seconded the motion. Motion received Board approval.

Ms. Tiller reported that the audit was completed with no exceptions and that the 2004 tax documents were prepared and ready for signature. Mark Parker, Immediate Past President will sign the document and they will be mailed prior to the May 15, 2005 deadline.

She also recommended that a new bank account for receipt and distribution of restricted funds be opened at BancFirst. Kyle Dahlem moved that such an account be opened. Mary Brodnax seconded the motion. Motion was approved.

Vice President Faltyn announced that DaVinci Institute had been approved by the Kirkpatrick Foundation for a \$50,000 unrestricted grant award. The Foundation will work with DaVinci to develop methods and activities to expand its fundraising support and increase its membership base.

Scholar Committee Update. Kyle Dahlem reported that three applications had been received. All met the minimum qualifications and included the required support materials in their



applications. She evaluated the nominees using a rubric she developed based on the new guidelines for 2005. As a result of this process, she recommended the guidelines be revised to be more specific and the application and selection process be refined for future competitions. Ms. Dahlem then moved that Shelley Cook, Paige Bergin and Elanna Lindenberg be named 2005 DaVinci Scholars. Linda Tiller seconded the motion. Motion was approved.

Ms. Dahlem announced that the U. S. Department of Education has recognized a teacher from Oolagah, an Oklahoma A+ School, as an "American Star of Teaching."

Bylaws Committee Update. A Bylaws Update was not presented. This report will be considered at the April 15 Board of Directors' meeting.

Scholars' Banquet Update. Billi Kaye Meacham reported that to date (1) 17 tables are sold, 11 individuals have made reservations and one 2004 Scholar plans to attend the dinner; (2) special guests attending include Ron Pompei and David and Lizzie Kennard; (3) a small reception is will be held prior to the banquet to provide the college/university presidents an opportunity to personally meet Dr. Lang; (4) Dr. Lang has agreed to take a few questions from the audience following his keynote remarks; (5) Scott Hale is providing design services as an in-kind contribution; (6) Oklahoma Arts Council funds have been approved for use for Dr. Lang's activities; and (7) Susan McCalmont and Dr. Peter Sherwood will host and transport Dr. Lang during his visit.

Webpage Update. Scott Hale reported that he and Billi Kaye Meacham had met STAPLEGUN and had a preliminary design for the new website. Quote for the "splash page" package was \$4,325 which Scott felt was reasonable for a good design. Following discussion, the Board suggested that Scott and Billi Kaye meet with STAPLEGUN and invite them to become a corporate at the \$1,000 level which would be an in-kind contribution toward the cost of development of the website. Scott noted that the average price for a fully developed website would be approximately \$10,000. Linda Tiller moved that dialogue continue with STAPLEGUN concerning design of the website and that they be offered an in-kind \$1,000 corporate membership. Kyle Dahlem seconded the motion. Motion carried.

Creativity Project Report. Following an update on the Creativity Project by Susan McCalmont, the Board asked Susan and Billi Kaye to develop a resolution to document DaVinci Institute's support of and participation in this project. Terri Cummings noted that DaVinci Institute must get credit for this project and that individuals and organizations participating in the project should be approached about membership in DaVinci Institute.

Strategic Planning Update. Billi Kaye Meacham reported that she had contacted Frank Merrick and told him that the first phase of the strategic planning process would be scheduled for late April or May.

Lecture Series Update. Billi Kaye Meacham confirmed that Dr. Robert Lynch is scheduled for a one-day lecture in June (date to be determined) rather than the multi-day video teleconference originally discussed; David Steiner is scheduled for September 16; and David and Lizzie Kennard are scheduled for October (date to be determined). As soon as the dates are confirmed,



the Board will be notified.

Old Business. Jean Hendrickson reported that there were nine new A+ Schools and many inquiries were being received. She also commented that the A+ School Project was receiving good support from both new as well as returning legislators.

New Business. There was no new business to be considered.

The next Board of Directors' meeting will be held at 12:00 noon on May 20, 2005 in the Oklahoma State Regents for Higher Education 2<sup>nd</sup> floor Library Conference Room.

Kyle Dahlem moved the meeting be adjourned. Terri Cummings seconded the motion. Motion was approved. The meeting adjourned at 2:30 p.m.

Respectfully submitted:

Billi Kaye Meacham  
Executive Director  
March 25, 2005

Approved Approved 4/15/05