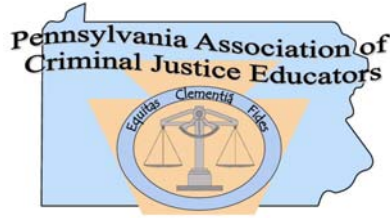


Pennsylvania Association of Criminal Justice Educators



Minutes

Date: July 18, 2005

Present: Barbara Sims, Vincent Miles, Karen Weston, Larry Rosenberg, Joseph Gosseaux (via conference call), Debra Heath-Thornton, and Jim Ruiz, President.

Absent: Martin Greenberg, Michael McSkimming

The meeting was called to order at 10:00 a.m. by Jim Ruiz, President.

MINUTES: One change to the previous minutes was noted by Larry Rosenberg: “9 regional representatives” should be changed to “6 regional representatives.”

Motion: Barb Sims. To accept the minutes with the noted change.

Was seconded by Larry and unanimously approved.

WELCOME: Jim Ruiz welcomed all to the meeting.

REPORTS:

1ST Vice President: Barbara Sims reporting:

The dates for the 2006 annual meeting are April 7-8, 2006. Classrooms and special events rooms have been reserved. Contract (at 2005 rates) with the hotel, Best Western Inn and Suites (Eisenhower Blvd., Middletown, PA) has been signed. Hospitality room has been secured. This year the hospitality room will be downstairs next to the Bar.

2006 conference theme: “*The future of Criminal Justice Policy Making: Implications for Educators and Practitioners.*”

Plenary sessions:

A.M. session: President’s Remarks

Noon session: Keynote address to be delivered by a well-known scholar yet to be determined.

Pennsylvania Association of Criminal Justice Educators

Call for papers: to go out around the end of October and again around the first of February.

2nd Vice President: Debra Heath-Thornton reporting:

PACJE again has a home in cyberspace! Our new web address is:

www.messiah.edu/departments/socio/pacje

The new logo for the association was introduced. It has the state outlined in blue and in the center has the keystone colored in yellow.

Motion: Larry Rosenberg. Accept the new logo as the official logo of the organization.

Second: Barb Sims.

Vote: Passed

An email address has been established and will be available from the web site home page:

PACJE@Messiah.edu

The membership application has been revised and will be available on the web site. The form will be printed, completed, and mailed through postal service to PACJE c/o Debra Heath-Thornton, 2nd VP, Messiah College, One College Avenue, P.O. Box. 3057, Grantham, PA 17027 until such time as elections can be held and a secretary elected.

Debra provided a presentation on the web site. She noted the information regarding Executive Board members and asked those who currently do not have a brief biography or a photograph currently posted to provide them and she will have it posted on the site.

Discussion about giving out Mugs, pencils, & notepads for publicity at the annual meeting was considered. There were questions about the cost of each and how they would be covered.

Motion: Barb Sims. Keep the annual dues at \$25.00. Increase conference pre-registration fee to \$35.00. Student pre-registration fee will remain at \$25.00. Increase in fees is to support conference pack quality (mugs, pencils, note pads, etc.) Pre-registration date: March 15, 2006.

Second: Karen Weston.

Vote: Passed

Secretary/Treasurer: Karen Weston reporting:

Pennsylvania Association of Criminal Justice Educators

Cash on hand: \$1,904.11 as of June 29, 2005. \$50.00 still due student for paper award.

Karen did provide a written report prior to the meeting. She provided copies of the Penn State and Best Western invoices for conference expenses at the meeting.

Karen reported that 39 regular members were present at the meeting and 68 student members attended this year's conference.

Discussion about adding a late fee for those who did not register by March 15 and how much of an increase would be appropriate.

Motion: Barb Sims. Conference fee increased by \$10.00 for regular members after March 15, 2006. Student late fee will be \$5.00.

Second: Joe Gosseaux.

Vote: Passed

Discussion on association financial information.

Motion: Joe Gosseaux. President and Treasurer should be should be authorized to sign account documents (including checks) or authorize financial transactions.

Second: Karen Weston

Vote: Passed

UNFINISHED BUSINESS:

Motion: Debra Heath-Thornton. Discuss reconfiguration of the Secretary/Treasurer position.

Second: Barbara Sims

Vote: Passed

Discussion on the separation of the Secretary/Treasurer into two positions.

Motion: Barb Sims. Separate Secretary/Treasurer into a Secretary and a Treasurer.

Second: Joe Gosseaux

Vote: Passed.

Pennsylvania Association of Criminal Justice Educators

Discussion of the responsibilities of each of these two new positions followed. The following responsibilities were introduced as proposed changes to the by-laws:

SEC. 8 The duties of the Secretary shall be:

1. To keep accurate minutes of the proceedings of the Board of Directors, the Annual Meeting and special and called meetings;
2. To keep a record of the names, addresses, email addresses, and other data pertaining to the membership as directed by the Board of Directors;
3. To mail (postal or electronic) out the appropriate notices for the nomination and election of officers and to count the votes when received.

SEC. 9 The duties of the Treasurer shall be:

1. To keep an accurate record of all monies received, deposited and disbursed in the name of the Association;
2. To oversee the checking and savings accounts of the organization;
3. To sign all orders drawn on the funds of the Association as authorized;
4. To perform such other financial duties as directed by the President or the Board of Directors;
5. To transfer all financial records of the organization to the new treasurer at the annual meeting and ensure that all signatories of all accounts are transferred within 30 days.

Motion: Debra Heath-Thornton. The responsibilities of the new secretary and treasurer positions will be as outlined.

Second: Barb Sims.

Vote: Passed

Discussion on Articles IV and V. of the constitution was led by Larry Rosenberg. Proposed amendment to Articles IV and V of the Constitution:

ARTICLE IV Board of Directors

1. The voting members of the Board of Directors shall be composed of the immediate past president, the elected officers, and six Regional Directors.
2. The Six Regional Directors shall be appointed by the Executive Board for a three year term.

Pennsylvania Association of Criminal Justice Educators

3. All members of the Board of Directors shall be regular members in good standing of the PACJE.

ARTICLE V Officers

The Officers of the Association shall be:

1. President (The President shall be the Chair of the Board of Directors)
2. First Vice President (President Elect)
3. Second Vice President (First Vice President Elect)
4. Treasurer (three year term)
5. Secretary (three year term)

All Officers shall be regular members in good standing of the Association. The Secretary and Treasurer shall be elected in alternate years (serving a three-year term).

Discussion on dates for nominations and ballots. Change dates for nominations and ballots for Article V 2-5.

Motion: Larry Rosenberg. The closing date for nominations will be Jan. 1 ballots should be sent out to the members sometime in February and Ballots would have to be returned 14 days prior to the annual meeting.

Second: Barb Sims

Vote: Passed.

Debra Heath-Thornton was appointed to handle secretarial duties until a new secretary can be elected.

Motion to adjourn: Karen Weston.

Second: Larry Rosenberg

Vote: Passed

Next meeting is scheduled for April 8, 2006 at the annual meeting.

Respectfully Submitted,

Pennsylvania Association of Criminal Justice Educators

Debra

Debra Heath-Thornton, Ed. D.
2nd Vice President
Interim Secretary