

KETTLE MORAINÉ PRESS ASSOCIATION

Board of Directors Meeting
Rockford Inn, Rockford, IL
Nov. 1 and 2, 1990

Board members present: Nancy Becker, Stu Ciske, Lynn Diebel, Jim Fenske, Kari Fornero (Fri.), Sandy Jacoby (Fri.), Jan Kohls, Elsie Stiffler, Barb Thill, and Bill Weiss.

President Nancy Becker called the meeting to order at 7:45 p.m.

Minutes: Lynn Diebel moved that the minutes be approved. Jan Kohls seconded.

Treasurer's Report: First Financial Checking Account shows a balance of \$3189.29. The Director's account shows a balance of \$117.05. Nancy Becker noted a list showing that KEMPA has 51 member schools and 13 non-member schools and that it appears that some membership money has not been deposited. Jan Kohls suggested that the membership checks and applications should be mailed directly to Jim Fenske.

Executive Director's Report: Bill said KEMPA's Fall Conference success shows that the organization is showing good intention of recovering from last summer's debt. He said that KEMPA needed 1042 students at the Fall Conference in order to break even (assuming all speakers would take their money). The actual count was 1224 preregistered students and about 100 walk-ons. He said one area that needs improvement is the meeting of deadlines--such as announcing the winners of the Writing Contest. Winners were supposed to be announced in May, but those announcements still have not been made.

Fall Conference: Nancy Becker distributed an "After-Thoughts" sheet of her reactions to the 1990 conference:

1. Planners need to meet regularly before the conference. All planners need to attend meetings and the planners should meet with someone from Cont. Ed.
2. Judges need to be finalized by June. Judges worked well this year. Barb Thill will send a thank you note to each judge: Marvalene Butterbrodt (Class C newspapers), John Rowley (Class B newspapers), John Wheeler (Class A newspapers), and Jack Kennedy (all yearbooks).
3. Raising conference fee didn't negatively affect attendance. Bill Weiss asked if KEMPA needs to cap attendance because kids are paying to attend but can't get into some sessions - or- are larger general sessions needed to take the pressure off the small group sessions?
4. Board members discussed quality of speakers and looked over the critique sheets, discussed sending press releases to get more coverage of the Fall Conference, discussed a complaint from one adviser about write-off contestants receiving information early, Gary Achterberg from the Janesville Gazette has volunteered to do additional things for KEMPA, and the Board had an idea for Hank about a session about yearbook vs. newspaper -- quality of prints desired.

Summer Workshops:

1. Discussion of terminating staff contracts if not enough students are enrolled. Contract allows for this.
2. Logo contest--final two or three will be sent to Peg Eagen for a new KEMPA K.
3. The extra AP photo books should be taken to the Winter Retreat to be sold to advisers.
4. Set an hourly fee for helpers like Melissa Becker. Budget a fixed amount for this.
5. Determine a policy for advisers who attend on a part-time basis--\$25 per half day.
6. The vandalism of last summer--should shoot times be limited? Stu will work with Hank in developing a curriculum.
7. Some instruction should be given concerning the difference in quality of prints needed for yearbook as compared to newspaper.
8. Pictures should be displayed everyday in the general session room.
9. A new large group session--How to Improve Your Publication Without Spending More Money

Nancy Becker called Friday's meeting to order at 9 a.m.

Officer nominations:

President: Nancy Becker, Vice-President: Hank Koshollek, Treasurer: Jim Fenske, Secretary: Barb Thill.
Elsie moved to accept the nominations and Stu seconded.

Timeline/Dates:

1. **Summer Workshops:** One week earlier next summer due to very large church camp already scheduled.
Newspaper: July 14-19
Yearbook: July 21-26
2. **Membership Drive:** deadline is May 15--complete drive in spring so that membership dues can be included in that year's budget. Dues should be paid directly to treasurer in pre-addressed reply envelopes.
3. **KEMPA Update:** 3 issues
 - 1--first week of December (will include info about Winter Retreat, winners of scholarships, contests)
 - 2--March 11 (will include info about summer workshops)
 - 3--Sept. 16 (list summer winners)
4. **Board meetings**
 - Jan. 12 at UW-W
 - March 9 at Kenosha
 - May 4 at LaGrange
 - July 2 at UW-W
 - Sept. 14 at UW-W
5. **Fall Planning meeting:** Nov. 7 and 8, 1991
6. **Scholarship contest:** Deadline--April 15, announce winners by May 15
7. **Individual Awards:** Deadline--April 15, announce winners by May 15
8. **Summer Critiques:** must be in by June 17
9. **Fall Newspaper contest:** Deadline--June 17
10. **Spring Delivery yearbooks:** Deadline--June 17
11. **Fall Delivery yearbooks:** Deadline--Sept. 10
The Board decided there should be two separate forms for summer and fall entries so that advisers realize they need to send two copies. Entries for the fall yearbook and newspaper contests should be sent to Barb Thill. Judges should send a report on each critique back to Barb.

Write-Off --Rod Vick is in charge
On-The-Spot--Kari Fornero is in charge
12. **Awards:** Deadline is Oct. 1. For the Adviser of the Year award, a separate letter should be sent to editors in chief.

Old Business

1. **Dues:** Stu Ciske moved that the different fee structure should be dropped and the new fee be \$25 per publication. Lynn Diebel seconded the move.
2. **Grant applications:** Stu distributed a sample request letter. It will be sent to the Evjue Foundation, Milwaukee Journal, Chicago Tribune, Wall Street Journal, the Illinois and Wisconsin AP, and possibly to the Johnson Wax Foundation and the Society of Professional Journalists.
3. **Budget situation:** The Board discussed the costs of operating the Fall Conference. KEMPA loses money on the judging. Should KEMPA charge for the critique? Should non-member schools pay considerably more for attending? At its next meeting, the board will discuss restructuring of fees, dues, etc. and define what membership does for schools.
4. **Advisers' Questionnaire:** Bill said it would cost about \$500 to mail it. Jan Kohls will write to NISPA and the Chippewa Valley Association to ask for help in financing this questionnaire. Jim moved that we table further action on this until replies are received from NISPA and Chippewa Valley. Stu seconded.
5. **Summer Workshops:**
 - Staffing:** contingent on enrollment--core leader for first 10 students, assistant for the next ? students. In the past, KEMPA had a 10:1 student/teacher ratio
 - Fee structure:** photography students should pay \$10 more because of chemicals. Final decision on this will be made in January.
 - Enrollment:** mail registration material by March at the latest
 - Meal structure:** KEMPA is losing money because of the quality of food. Nancy and Jan will write a letter to Cont. Ed. about this.
 - DTP:** two sessions--beginner/advanced or yearbook/newspaper?
Stu will run the newspaper session and Bob Eisler will be asked to run the yearbook session.
KEMPA stories should be in by 9 a.m. so they can be typed.
Where will the computers come from?
 - Living accommodations:** The Board reminisced about Benson Hall and agreed that we'd like to stay in another dorm.

•Jan suggested using comments from the summer workshop critiques in promotional materials.

6. Advisers' Retreat

•**Potential speakers:** John Cutisinger from Jostens, David Massy from Walsworth, Cathy LaValle from Taylor to talk about the Care and Feeding of the rep, Ken Whittemore from Jostens to speak about themes, Elsie Stiffler to speak about stress, John Wheeler to talk about in-depth reporting, Gary Acterberg from the Janesville Gazette

•**Registration:** Kari is in charge

•**Fees:** same as last year--\$35

7. Advisers' course: curriculum is set, check on those who volunteered to work

8. Fall Conference 1991: deal with problem of number of students vs. amount of space--perhaps have a large general session each session

Elsie Stiffler move to adjourn the meeting. Kari Fornero seconded the motion.

KETTLE MORAINÉ PRESS ASSOCIATION

Board of Directors Meeting
Interlaken, Lake Geneva, WI
Feb. 2, 1991

Board members present: Nancy Becker, Michelle Beckman, Stu Ciske, Jim Fenske, Tom Gebhardt, Sandy Jacoby, Jan Kohls, Elsie Stiffler, Barb Thill, Bill Weiss.

President Nancy Becker called the meeting to order sometime Saturday afternoon. (BT forgot to check the time.)

Minutes: Approved

Treasurer's Report: Jim reported deposits amounting to \$540 for a total of \$1072.28 as of Feb. 1, 1990 scholarship checks were written. Bill reported \$940 deposited from membership dues.

Old Business:

- 1) Rod Vick resigned from the board.
- 2) **KEMPA Update:** Several board members will meet Feb. 26 to prepare the March Update. It will include a report on Winter Retreat, membership drive information, summer workshop registration forms.
- 3) **Summer Workshop Staffing:** July 14-19, July 21-26. Several names were suggested as teachers of the desktop classes.
- 4) **Scholarships:** Nancy asked for recommendations for amount. Jim Fenske moved and Sandy Jacoby seconded the idea that the scholarship committee would decide amount of and number of scholarships based on the number and quality of applications. April 15 was set as the application deadline. Winners will be announced May 15.
- 5) **Individual Awards:** The board questioned whether or not Marvalene Butterbrot was paid for judging the applications. Stu moved to send a token of appreciation to Sue Duame.
- 6) **Fall Conference:** Planning committee is composed of Elsie Stiffler, Katherine Conover, Kari Fornero, and Barb Thill. Barb will contact the others about planning meetings.
- 7) **Advisers Workshop:** July 8-12, July 29-31 and Aug 23, 24 for the 3rd credit.
- 8) **Grant Applications:** Stu wrote to John McCullough and will also contact computer companies.
- 9) **Photo Curriculum:** Jan Kohls and Nancy Becker will work on this.

New Business:

- 1) **Audit of Books:** Previously done by someone at Parker High School. Nancy will check with Barb Dougal. Payment will be \$25-\$50.
- 2) **Winter Retreat Assessment:** Some thought the date should be changed because of proximity to Christmas and tax bills. The board should think of alternative dates.
- 3) **Summer Workshop Fees:** Stu moved, Tom seconded that the fees would be \$185 before May 20 and \$195 after May 20 and that those in photography and desktop pay a lab/facilities fee.

The meeting adjourned at 3:05 p.m. The next board meeting is March 9 in Kenosha.

KETTLE MORAINÉ PRESS ASSOCIATION

Board of Directors Meeting

Tremper High School, Kenosha, WI

March 9, 1991

Board members present: Nancy Becker, Michelle Beckman, Stu Ciske, Jim Fenske, Kari Fornero, Sandy Jacoby, Jan Kohls, Barb Thill, Bill Weiss.

President Nancy Becker called the meeting to order at 10:15 a.m.

Minutes: Approved

Treasurer's Report: \$1072.28 Beginning Balance

1261.55 Disbursements

- 189.27

990.00 Deposits

850.73 Ending Balance

Executive Director's Report:

- Read thank-you from Sue Duame for flowers.
- Progress has been made on Summer Adviser's Workshop. It should be approved.
- Bill read a memo concerning budget. Administrative fee will increase. Fees for food, housing will increase.
- Jan Kohls brought up possibility of moving the workshop from UW-W. Stu and Nancy will draft a letter of inquiry.

Old Business:

A) **Kempa Update:** Next distribution is Sept. 16.

B) Summer Workshops:

1) Date for core leaders meeting: May 4

2) Bill Collar: Fenske moved, Beckman seconded to get Bill Collar for np week. Board voted in favor. John Cutsinger, Linda Kennedy, and Tom Davis were suggested as motivational speakers for yearbook week.

3) Staffing: Terry Shircel is not available this summer

4) Photo Curriculum: Discussed the assigning of specific assignments and whether to invite Linda Alexander

5) Desktop: Computer rentals \$75 or bring own

C) Fall Conference(Oct. 18, 1991):

1) Planning Meeting: May 20 at LT

D) **Scholarships:** amount will be determined. Judges: Judy Zigler, Stu Ciske, Elsie Stiffler. Entries due April 15.

E) **Advisers' Seminar:** July 8-12, July 29-31, Aug. 23-24. Nancy read curriculum

F) **Grants:** Stu's letter was revised. John McCullough had suggested naming a general amount of money.

G) **Writing contest/Individual awards:** Ciske moved, Jacoby seconded putting program on hold for one year. Board approved.

H) **Winter Retaet:** Kohls moved, Ciske seconded that money be moved from the board account to pay Interlachen. Board approved. Board decided that fewer yearbook company reps should receive free meals.

The meeting adjourned at 12:40 p.m. The next board meeting is May 4 in LaGrange.

KETTLE MORAINÉ PRESS ASSOCIATION

Board of Directors Meeting
Continuing Ed., UW-Whitewater
May 4, 1991

Board members present: Nancy Becker, Michelle Beckman, Stu Ciske, Katherine Conover, Jim Fenske, Jean Fierst, Tom Gebhardt, Jan Kohls, Elsie Stiffler, Barb Thill, Bill Weiss, Judy Zigler.

President Nancy Becker called the meeting to order at 10:15 a.m.

Minutes: Approved

Treasurer's Report: Present Balance: \$1115.73. The March report was amended to read a balance of \$904.

Executive Director's Report:

- Approximately \$40 in that account. Cont. Ed. has advised that this account be combined with the treasurer's account. Ciske moved, Zigler seconded the closing of the Executive Director's external account. Approved by the board.
- Reported on a complaint from Dave Weigand, newspaper adviser from Wausau West, regarding his paper's 1990 critique. Thill will send a letter of explanation and a new plaque with correct spelling will be sent.

Continuing Ed - Lou Zahn:

She explained the new budget form to be used by all camps this year.

Old Business:

- Continuing Ed/State Budget Crunch:** Continuing Ed has had to restructure its budget by cutting \$37,000. Because of this, the executive director's position will cease to exist as of June 1.
- Scholarships:** Kohls moved, Ciske seconded that up to \$800 be set aside for scholarships. The committee will decide the amount and number of scholarships to be awarded. Approved by the board. Zigler and Fenske voted in opposition, citing KEMPA's financial struggles.
- Advisers' Seminar:** Approximately 10 inquiries have been received. Six advisers must register by June 10 in order for the course to be offered.
- Summer Workshop:**
 - 1) Fenske moved, Gebhardt seconded to allow Greg Quan to attend the photo workshop no charge in return for his assistance in the lab. He will be responsible for his meals. Board approved this as well as a \$25 daily fee for part-time workshoppers.
 - 2) Staffing: Newspaper still needs advisers.
- Fall Conference:**
 - 1990 conference made a profit of \$1416
 - 1991 conference--Oct. 18
 - Board discussed the possibility of separate opening sessions.
 - Ciske moved, Zigler seconded that the non-member student fee increase to \$10 and the non-member adviser fee increase to \$15. Approved by the board.
 - Fenske moved, Stiffler seconded that after Oct. 11 all registrants pay the \$15 fee. Also, any registrations received after Oct. 11 and at-the-door registrations will not be guaranteed an information folder. Approved.
 - Fenske moved, Zigler seconded that the registration form clearly state that registration fees are non-refundable. Approved.
 - The 1991 fall conference planners will try to get Mark Goodman from the Student Press Law Center.
- Grants:** Ciske has not received any responses yet.

New Business:

- A) The board accepted Kari Fornero's resignation.
- B) Ciske will check the KEMPA discs. He and Becker have copies of the directories.
- C) A promotional mailer about the workshops, fall conference, and advisers' seminar will be sent.

The meeting adjourned at 12:45 p.m.

KETTLE MORAIN PRESS ASSOCIATION

Board of Directors Meeting

Sun Prairie, WI

July 2, 1991

Board members present: Nancy Becker, Stu Ciske, Katherine Conover, Bob Chesney, Jim Fenske, Jan Kohls, Hank Koshollek, Elsie Stiffler, Barb Thill, Bill Weiss.

President Nancy Becker called the meeting to order at 12:20.

Minutes: Approved.

Treasurer's Report: Balance as of July, 1991 is \$1673.17

Old Business:

- A) **Scholarships:** The Committee of Stu Ciske and Judy Zigler chose Sarah Cummings from Milton H.S. and Shannon ? from Oshkosh West H.S. as recipients. Stu and Judy were directed to send letters to those who were not chosen.
- B) **Summer Advisers Seminar:** no applications were received. Discussion of its future was tabled.
- C) **Fall Conference:** Most letters of invitation have been sent. Mark Goodman from the Student Press Law Center is not available. Jake Stockinger's presentation of press rights will be the Write-Off topic.
- D) **Summer Workshops:** Members present reviewed the schedules, decided visitors were OK for students' birthdays, decided to assign specific photographers to veterans and honors and to the rookie core group leader, decided that the slide show will be used at the Fall Conference before the awards ceremony.
- E) **Grants:** The replies Stu has received indicate that they want a formal application.

New Business:

- A) **Executive Director:** funding has been cut, a job description probably exists, this should be an expense budgeted into the summer workshops and fall conference.
- B) **Election of officers:** various people were suggested
- C) **Board Planning Meeting:** Nov. 7 and 8, Rockford Inn
- D) **Next Board meeting--**Sept. 14 at Lyons Township H.S., La Grange, IL (directions enclosed), 10 a.m.

The meeting was adjourned at 4:15 p.m.

Anyone wishing to go out for lunch after the meeting--please contact me so that I can make reservations--
school--708/579-6403 home--708/482-3129

KETTLE MORAINÉ PRESS ASSOCIATION

Board of Directors Meeting

LaGrange, IL

Sept. 14, 1991

Board members present: Nancy Becker, Stu Ciske, Tom Gebhardt, Elsie Stiffler, Barb Thill, Judy Zigler.

President Nancy Becker called the meeting to order at 10:30 a.m.

Treasurer's Report: Balance as of Sept. 13 is \$1847.71

Minutes: Amend the minutes to show that the scholarship winner from Oshkosh West is Shannon Dobbins.

Old Business:

A) Report on Newspaper Workshop: Nancy distributed her list of thoughts about the week. In addition:

Linda Alexander-Johansen is interested in working with the photographers,

recruitment of additional counselors will be discussed at the November planning meeting,

Hank should be reimbursed for darkroom chemistry,

all core leaders should submit grade sheets at the end of the week and list objectives for their courses,

DTP kids must give one week notice if they don't plan to attend,

get Dick Reinardy for both weeks

B) Report on Yearbook Workshop: Jan's list of thoughts about the week was distributed. In addition:

Micheal Truman and Jeanne Dorr should be reimbursed for the additional work they did. Ciske moved that the

amount of money will be determined after the board receives the financial report from Continuing Ed. Zigler seconded.

KEMPA Connection: Stu has photos, copy, discs and will find a printer. Funds will come from Fall Conference.

C) Fall Conference

Reunion: Lou has sent letters

Hall of Fame: John Rowley, Ron Beem

Media Award: Jake Stockinger

Friend of KEMPA: Lou Zahn

Administrator Award: Thomas W. Kemppainen

Next year: send forms for adviser award to principals, not editors.

One session appears to be missing from the brochure. Stu and Elsie will handle awards. There will be one welcome.

D) November Organizational Meeting: Oct. 31 and Nov. 1 at Ramada Inn in Rockford. Friday evening's meeting will begin at 7 p.m. Zigler moved that KEMPA pay the rooms of board members in attendance. Ciske seconded the motion.

E) Executive Director: Stu suggested Barb Drake from Sun Prairie. Dale Reich informed Judy that he is interested in the position. One third of the director's salary will come from summer workshop profits, two thirds from fall conference. Stu, Nancy, and Jan will work on the job description.

F) KEMPA Update: awards from summer workshops, Fall Conference, next summer's dates, Winter Retreat dates.

New Business:

A) Winter Retreat: Jan. 31-Feb. 1. Suggestions: start at 1 p.m. on Friday, deal with morale--Adviser Pump-Up, Talk with the pros--Madison Newspaper people, 1 free meal for each yearbook company, bring one helpful handout

B) Board Nominations: Yes--Stu, Judy, Elsie, Barb. Suggestions: Linda Alexander, Peggy Eckdahl, Jean Fierst, Mike Gordy, John Wheeler, Jane McIntyre, Nazareth Academy adviser, Bill Priegle

C) 1992 Workshops: July 19-24, July 26-31

D) Incorporation Papers: Although they were sent to Bill Weiss last fall and were due Dec. 31, no action was taken. Nancy will check into this.

Other Business: Stu will send letters for grant applications.

Judy recommended establishing a definite curriculum with objectives for each core group and the salary paid should reflect the amount of work being done by summer workshop instructors.

Next Board meeting: Oct. 31, 7 p.m., Rockford Ramada Inn (Fall Planning Meeting)

The meeting was adjourned at 1:15 p.m.

Missing minutes:

October 1991