

**NORTHWEST SCHOLASTIC PRESS  
MINUTES**

For Thursday, February 16, 2017  
4 p.m..

Turnbull Center, Third Floor Conference Room

**I. Call to order – Melton - 4:00pm**

**II. Sign-in/Roll Call (please provide name, address, phone and email. Phone attendees send to [robmelt@gmail.com](mailto:robmelt@gmail.com))**

1. OJEA – Vacant. There probably won't be a president, there will be a board.
2. ONPA – Vacant. We're still looking into getting a member from ONPA on the board.
3. Current Active Media Adviser (up to three) –
  - a. Nerissa Ediza **Not present**
  - b. JEA State Director – J. D. McIntire **Not present**
  - c. JEA Mentor Program – Bill Flechtner **Present**
4. Member at large from any media/journalism related classification (up to three) –
  - a. Rob Melton, NWSP Board Chair **Present**
  - b. Simone Myers, NWSP Board Secretary **Present**
  - c. Andrew DeVigal, SOJC **Not present**
5. Dean or Dean's Representative of UO SOJC – Regina G. Lawrence **Not present**
6. High School media juniors or seniors (Two) – Kayla Rae, Lincoln HS (to be installed) **Present** - 2nd year in journalism, editor, do all of the investigative stories. Prints once every three weeks. Advisor is John Killen; Vacant
7. Student alternates who vote in the absence of high school media members (Two) – Vacant

**III. Welcome/Introductions – Melton**

**IV. Approval of Minutes from the last meeting — Melton**

- a. Mentors receive a \$2500 stipend, not \$2100

**IV. Reports: What do we need to know before we take action today?**

- Board President's Report/Financial – Melton
  - Wants to limit how much we spend, and how many checks we write, so we can use that money for awards and other programs
  - We no longer have a bookkeeper - about a \$1500 savings
  - Fall Press Day brings in around \$20,000
  - Expenses are around \$15,000
    - Mary Hartman sends check for the TOY award, \$500
    - \$240 for the lawyer - revisions to bylaws and standard routine
    - No longer paying for the website, saving \$300
  - US Bank is charging us \$20 each month, Rob has started looking into changing banks (possibly OnPoint)
  - Currently have **\$9,1881.15** in the NWSP account
- Executive Director's Report -- Whitten
  - Fall Press Day
    - Our numbers were similar to 2014, but we increased the number of school participants by four.
    - We brought in \$16,190, spent \$15,203.02
    - Bus/sub reimbursement criteria: if you brought over 20 students you were eligible
    - Next year's date: October 25th
  - MOU - Expires June 30th, have to start talking about it in April.
  - Portland Press Day - Registration is \$10 for students and advisers

- Rebrand NWSP - Made by Simone's sister, started using the new logo for Portland Press Day
- NWJE - Bill is helping secure the faculty. 3 advisers are signed up, they will be able to receive graduate credit. The camp costs \$300.
- Portland Press Day
  - 55 students are registered
  - Simone sent out the program today, and we have a lot of professional journalists participating
  - Our goal is to have 200 students and advisers in attendance
- Building relationships
  - Going to Medford and Eugene with a Jostens rep later this month, we're also presenting at the Herff Jones camp this summer
  - JEA mentees receive a free year of NWSP membership
  - NWSP members receive support with the bus/sub reimbursement
- Dean Representative's Report – Lawrence -- Regina
  - Nothing to report
- OJEA Report – Hampton/McIntire
  - Awards meeting is Saturday, March 4th, 10-12pm
- JEA Mentor Report – Flechtner
  - Four mentors: Bill Flechtner, Ray Hopfer, Ellen Kersey, and Karen Boone
  - Bill has a new mentee, Eric Ballas at Southridge High School
  - Ellen Kersey is involved again because people contacted her about mentoring
  - ONP, NWSP, and the Yellow Chair are funders
- Student Media O-lympics – Whitten/Myers
  - Look into a mailing house -- is there a cheaper way for us to print all of our marketing materials?
  - Judging sheets
    - Captions
    - Want the judging criteria to be up-to-date
      - Rob wants to help re-do the forms
- Mary Hartman Journalism Teacher Of the Year
  - The check was deposited into the account
- Alyce Sheetz Journalist Of the Year
- Rookie Of the Year

#### V. Old Business:

- Bylaws – Melton
  - Nothing new to report. Need to update the address on them; they still mention Oregon State University.
- Accountant – Melton
  - A firm in Salem is doing the bookkeeping
- Revisit Next Generation Storytelling student scholarship
  - A scholarship funded by NWSP for an Oregon student, \$764-850 to help cover student fees for the summer camp
  - Moved by Anthony, seconded by Bill. Motion carried, no oppositions.

#### V. New Business

- NWSP membership grant program
  - Want to start a grant program for schools who want/need support to produce more papers, or start a program (could be a yearbook program that may need a camera)
  - This is a way for us to give back to our members - all applicants must be members

- Kayla, on how her school makes money- when they needed more money, they prepare envelopes for subscriptions. However, they receive a lot of parent support
- Bill - equipment and money to print is what most schools need
- We'll discuss further in the fall - some other organizations may be interested in helping us with the grant as well
- FPD write-offs discussion
  - Want to change the way we do write-offs because the structure of them has students missing the first round of sessions - and we bring in a lot of good sessions (and plan to bring in more), that we want students to attend
  - Possibly make write-offs a state/regional contest
  - Rob once heard that schools weren't able to go on field trips unless there were contests involved, but Best of Show will still be at Fall Press Day.
  - Bill agrees that we should keep Best of Show and remove write-offs, because students have to choose between attending sessions or contests.
  - Anthony will decide what happens with write-offs, instead of the board voting on it.
- Judge pay for SMO
  - Authorize that we'll pay judges a \$1 per entry
  - \$25 for 25-30 entries
  - Rob and Bill will look into a mailing house for our mailing, so we can save some money with our mail outs.
- SNO website
  - We can pay SNO to come out and teach a workshop in Oregon on how to use the website and their services - it costs \$1000
  - Website is \$600 for the first year, \$300 after that
  - SNO spoke to the mentors in Indianapolis, and are coming out to speak in Seattle. There's a lot of information they can share with advisers.
  - Might be able to have them come to the Adviser In-service if attendance grows
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**VI. Adjourn: 5:15pm**

**Next meeting: August 28th at 4:30pm**

1. The first part of the document discusses the importance of maintaining accurate records of all transactions and activities. It emphasizes that this is crucial for ensuring transparency and accountability in the organization's operations.

2. The second part of the document outlines the various methods and tools used to collect and analyze data. It highlights the need for consistent and reliable data collection processes to support effective decision-making.

3. The third part of the document focuses on the role of technology in data management and analysis. It discusses how modern software solutions can streamline data collection, storage, and reporting, thereby improving efficiency and accuracy.

4. The fourth part of the document addresses the challenges associated with data management, such as data quality, security, and integration. It provides strategies to overcome these challenges and ensure the integrity and availability of data.

5. The fifth part of the document discusses the importance of data governance and the role of various stakeholders in ensuring data is used responsibly and ethically. It emphasizes the need for clear policies and procedures to guide data handling practices.

6. The sixth part of the document concludes by summarizing the key points and reiterating the importance of a robust data management strategy for the organization's long-term success.

7. The seventh part of the document provides a list of references and resources for further reading on data management topics.

8. The eighth part of the document contains a detailed appendix with additional information, including a glossary of terms, a list of abbreviations, and a list of figures and tables. This section is designed to provide readers with a comprehensive understanding of the document's content and facilitate easy access to relevant information.