

## **Nevada FBLA-PBL, Inc. Board of Trustees Meeting**

**DATES:** April 20, 2008                      **PLACE:** Grand Sierra Resort  
3:15 p.m. – 5:34 p.m.                      State Business Leadership Conf.

The following Trustees, constituting all of the initial Trustees named by the Incorporator and a majority of authorized number of Trustees (thereby establishing a quorum) of the Board, participated in the meeting:

### **Board of Trustees Members**

- Elly Hanks, Vice Chair
- Melissa Scott, Nevada FBLA-PBL State Chair, Business and Marketing Consultant, Nevada Department of Education
- Ryan Underwood, FBLA-PBL Executive Director
- James Gronowski, System Administrator, Las Vegas Monorail
- Stacie Peterson, CTE Specialist, Washoe County Schools
- Christian Talavera, Nevada FBLA State President, State Officer Representative
- Tim Schneider, President, Soaring Eagle Enterprises, Inc.
- Jeanne Joyce, Elko County School District

### **Guest(s) and Staff Members in Attendance**

- Mike Oechsner, State Adviser
- Rhonda Bohall, Nevada FBLA-PBL Director of Finance
- Sean Robinson, State Coach
- Glenn Morris, Associate State Adviser

### **Board Members Not In Attendance**

- Karen Hertberg, Board Chair
- Jill Lambert, Adviser Representative, Board Secretary/Treasurer

### **Ex-Officio Member Not in Attendance**

- Phyllis Dryden, Director of Career, Technical, and Adult Education, Nevada Department of Education

### **Staff Members Not in Attendance**

## **CALL TO ORDER**

The Nevada FBLA-PBL, Inc. Board of Trustees was called to order by Nevada FBLA-PBL Vice Chair Elly Hanks at 3:15 p.m. Elly welcomed all board members and guests.

## **APPROVAL OF MINUTES**

The minutes of the January 11, 2008 Board of Trustees were approved. It was moved by Melissa Scott and seconded to approve the minutes as presented. Motion passed unanimously.

## **STATE OFFICER TEAM REPORT**

### Discussion

State Officer Team Winter Summit. Toured venue, prepared workshops, reviewed scripts for general sessions. Regional meetings and activities were held during the winter. Southern Region held their Regional Leadership Conference on Feb 13. Northern held a Bowling Night January 11, Eastern Region hosted their Regional Leadership Conference on April 11.

The fifth state newsletter was published and distributed in February. The team has held five teleconferences with agendas published in advance and minutes distributed following each meeting. Three members of Nevada are serving on Regional or National Committees.

### Decision

The report was accepted by the Board.

### Direction

Board suggested that the State Newsletter be sent to the School Principal, Activities Director, and Counselors of every high school in Nevada.

## **CONFERENCES**

### SBLC Reno

SBLC attendance is 391 from 30 schools. This is an increase over 2007 attendance. Live video is being added for the first time to general sessions. Conference t-shirts and an ice cream social have been added to the Leadership Village. Twenty four workshops are being offered throughout the conference. A full slate of judges (at least 2 per event) have been secured. Grand Sierra Resort has been phenomenal to work with and added at the last minute the use of their Grand Ballroom rather than the Crystal

Ballroom which gives us an even more impressive room for general sessions. A past alumnus who is now the local news anchor will be coming back as a distinguished alumnus to tell her FBLA story and then present the top 10 awards in the event that she competed in when she was a member. Conference program was printed at a significant discount thanks to Washoe County.

#### NLC Atlanta

NLC Information Packets went out to chapters two weeks before SBLC. Nationals also moved up their early bird deadline which could have cost chapters thousands of dollars given the late date of our SBLC. The State Adviser applied for an extension from the National Office. A week extension was provided to Nevada.

### **FINANCIAL REPORT**

#### Discussion

The Profit and Loss Statement for the period dated July 1 – March 2008 was reviewed. Total Income for the period was \$118,783. Total Expenses for the period was \$49,505. The Net result for the period was \$75,440. Balance sheet items reported as of March 31, 2008 with Total Assets are \$139,303 composed of \$30,000 in CDs and \$43,850 in cash in bank with Total Liabilities of \$283.

Schedule of Marketing & Public Relations, Accounts Receivable, and Accounts Payable was provided for Board review along with a comparison between actual to budget. Outstanding receivables from Elko, Nevada FCCLA, Georgia FBLA, Palo Verde, and Reed were charged off to Bad Debt Expense.

Investment Challenge applications completed. Additional documentation is needed for completion (Articles of Incorporation, Letter from Secretary of State, and Minutes noting who is the authorized signers on the account).

#### Decision

##### Investment Challenge

It was moved by Tim Schneider and seconded to authorize the State Chair Melissa Scott and Board of Trustees Chair Elly Hanks as authorized signers on the new Investment Challenge account through TIAA-CREF. The motion passed unanimously.

It was moved by Tim Schneider and seconded to approve the financial reports as presented. The motion passed unanimously.

## **STATE OFFICER STRUCTURE**

### Discussion

Following up on the January Board meeting regarding continued enhancements and improvements to the Executive Leadership Program (State Officer Team) structure, the state management team reached out to the current state officer team to get their insight on recommended improvements.

Two of the goals of the enhancement effort is to increase the number of candidates for state office and to modernize the officer program to reflect a closer tie to business. Officers and Board generated a number of ideas to consider for the future including:

- Electing a President, EVP, and Region VPs and then “hiring” managers for Communications, Finance, Operations/Logistics, and Service/Member Relations;
- Enhancing the Action Team and possible President’s Council composed of chapter presidents;
- Re-starting the Leadership Partners/Ambassadors program to mentor aspiring leaders;
- Changing some state officer titles (VP of Service, VP of Finance, VP of Communication, and a VP of Programs/Operations/Member Relations/Logistics;
- Enhancing current job descriptions to cover more of the current activities that state officers have taken on or are now expected to do as state leaders;
- Assigning the role of Parliamentarian and Secretary for officer meeting purposes only
- Starting a special leadership training “camp/retreat” to train state officers and appointed leaders/mentors.

One item discussed was clarifying the position of Executive Vice President as Nevada’s nominee to run for National Office. Another item of recommendation was creating a policy limiting state officer service to only one CTSO. Further discussion was made regarding changes to officer titles, duties, and selection process.

### Decision

It was moved by Melissa Scott and seconded to clarify that the position of Nevada FBLA Executive Vice President is designed exclusively for FBLA members seeking National Office; in years that we have no candidate seeking national office there will be no Executive Vice President selected. The succession of officers if there is an absence in the office of president shall follow Roberts Rules or Order. Motion passed unanimously.

It was moved by James Gronowski and seconded that National Officer candidates seeking the office of National Parliamentarian, if elected, will automatically become part of the state team.

It was moved by James Gronowski and seconded to clarify that if a member is elected Nevada FBLA State Office they may not serve in a state or national officer capacity for another CTSO in the same term. Motion passed unanimously.

#### Direction

State Adviser shall update the 2008-09 Candidate Guide to reflect these clarifications.

The Board will again take up the concept of enhancements to the Executive Leadership Program in its upcoming meetings.

### **STATE CHAIR REPORT**

State Chair Melissa Scott reported that the state would be receiving \$600,000 less in Perkins funding in the coming year. She also reported that overall funding for CTE in Nevada were frozen and reduced to keep the stage budget in line.

Melissa also reported that Nevada FBLA members participated in the state business plan competition and that she would like to see them recognized at the SBLC as well.

Melissa also shared that we would be heading into a new biennium and that the state would be coordinating a state legislative effort in February 2009 to continue building our visibility with the state legislature.

### **EXECUTIVE DIRECTOR REPORT**

#### **Membership Report**

Membership was up by 10% this year with 36 chapters producing 886 members. Nevada added a total of four middle school programs as well.

#### **Public Relations & Sponsorship**

- 150 invitations sent out to key Nevada leaders, parents of officers, alumni, State Board of Education, CTE Consultants, Superintendents, and Trustees for the Recognition Session. For the first time we are offering a reception prior to the program.
- New sponsors and partners of Nevada FBLA include:

- UNLV—\$150 exhibitor fee (exhibitor flying in from Vegas for the event) recruited at Nevada DECA SCDC
  - March of Dimes-- exhibitor fee waived
  - Johnson & Wales-- Exhibiting (Competitive event scholarships)
  - TMCC --providing judges exhibitor fee waived
  - SNC \$150 exhibitor fee
  - UNR --Exhibiting (fee waived providing judges)
  - E-Techs--\$150 Exhibitor Fee
  - Silver State Credit Union--\$150 Exhibitor Fee (+\$200 advertiser fee)
  - Clear Star Credit Union—Exhibiting (fee waived providing 10+ judges) Also, VERY interested in continuing to build sponsorship and partnership opportunities.
- Congressman Dean Heller is providing Congressional Recognition to every participant at the conference and sent along signed certificates.

### **Program Participation**

Business Achievement Awards Program saw significant participation increase this year with 20 members receiving Future level, four receiving Business level, three receiving Leader level and three receiving America level!

Participation in the National Business Honor Society is up to seven.

Business Knowledge Master Program saw 218 students participate in online testing with 39 completing the Introduction to Business test (high score 69 out of 96; with a mean score of 40.15 and a median score of 44). In the Future Business Leader test 73 students participated in this test (high score was 72 out of 98; with a mean score of 44 and a median score of 48).

### **OTHER BUSINESS**

No other business was discussed.

### **ADJOURNMENT**

The meeting was adjourned at 5:34 p.m.

Respectfully Submitted,

NEVADA FBLA-PBL, Inc.

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Ryan Underwood, Acting Board Secretary/Treasurer

04/20/2008  
Date