

Nevada FBLA-PBL, Inc. Board of Trustees Meeting

DATES: August 22, 2006 **PLACE:** Nevada Department of Education
10:24 a.m. - 1:10 p.m. Las Vegas Office

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

- Jeanne Joyce, Spring Creek High School, Board Chair
- Elly Hanks, Controller, Aristocrat Technologies, Board Secretary/Treasurer
- Melissa Scott, Nevada FBLA-PBL State Chair, Business and Marketing Consultant, Nevada Department of Education
- Ryan Underwood, FBLA-PBL Executive Director
- Derwin Lawson, FBLA Adviser, Chaparral High School
- Jamii Hass, Nevada PBL State President
- Chris Williams, Nevada FBLA State President
- Karen Hertberg, Vice Chair

Nominated Board Members Not In Attendance

- Tim Giere, Dean, Spring Creek High School

Ex-Officio Member in Attendance

- Glenn Morris, Nevada FBLA-PBL State Adviser

Ex-Officio Member in Not in Attendance

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

CALL TO ORDER

The Nevada FBLA-PBL, Inc. Board of Trustees was called to order by Nevada FBLA-PBL Board Chair Jeanne Joyce at 10:24 a.m.

APPROVAL OF MINUTES

The minutes of the January 13, 2006 Board of Trustees were approved with the following corrections: Ryan Underwood did abstain from the Vote of Confidence cast for TRI Leadership Resources to continue managing the day to day operations of Nevada FBLA-PBL and that it was the second winningest NLC year in Nevada history.

NEW BOARD MEMBERS

Nevada FBLA-PBL enthusiastically welcomed three new members to the Board of Trustees. New student representatives to the Board of Trustees are Nevada FBLA State President Chris Williams and Nevada PBL State President Jamii Hass. The new Nevada FBLA-PBL State Chair from the Department of Education is Melissa Scott. All three of these new members are proven leaders and will bring great experience, ideas, and service to the association.

BUDGET & FINANCIAL REPORT

DISCUSSION

Glenn Morris presented the FY 2005-06 financial with the Board of Trustees. Fiscal year end June 30 current assets were \$103,872.86 with cash on hand of \$80,968.38 with \$22,904.48 in accounts receivable. Total accounts payable is \$40,074.07. Net income for the fiscal year was \$27,911.75.

A review of the income statement budget and actual report was conducted by the Board. One of the reasons for the high profitability this year is that SBLC funds from 2005 were received in the 2005-06 fiscal year.

It was clarified by Jeanne Joyce that the Erin Hackman Scholarship is designed for NLC Scholarship Awards and that the forms for this need to be more prominently available for chapter participation. Previously they had been part of the Nevada FBLA Competitive Events Handbook. Melissa Scott emphasized the importance of promoting both the Erin Hackman awards and Chapter Grants for local chapters.

Ryan Underwood reported that the IRS 990 has been completed by Finance Director Rhonda Bohall and reviewed and signed by State Chair Melissa Scott and submitted to the FBLA-PBL National Center for group filing with the IRS.

Ryan Underwood also reported that documented financial policies and procedures were developed over the summer and submitted to the State Chair for review and implementation.

It was also reported that Nevada FBLA-PBL had been successful in pursuing the March of Dimes Mission LIFT grant applied for in January 2006. The grant was awarded at the 2006 NLC in Nashville in the amount of \$2,000.00.

The 2006-07 Nevada FBLA-PBL budget was presented for review and approval. Total projected revenue is \$264,590 with projected expenses of \$260,734 leaving an estimated profit of \$3,856.

A notation was made to correct dues amounts from \$4 to \$6 for FBLA and \$10 to \$8 for PBL in the factoring for the membership dues in the income category. The line item for National State Committee Conference was increased from \$1,500 to \$2,000 in order to accommodate the new Board Chair and State Chair attendance at this meeting of National FBLA-PBL state leaders. State Scholarship Program Expenses were increased to \$1,000. The line item for State Officer General expense was increased from \$500 to \$1,500 in order to accommodate increased travel and marketing expenses of the State Officers.

DECISION

It was moved by Ryan Underwood and seconded to move Nevada FBLA-PBL, Inc. from the Cash Basis of accounting to the Accrual method of accounting. The motion passed unanimously.

It was moved by Elly Hanks and seconded to approve the Nevada FBLA-PBL, Inc. Budget for 2006-07 as amended. The motion passed unanimously.

It was moved by Elly Hanks and seconded to create the Nevada Investment Challenge providing each FBLA and PBL state officer team with up to \$1,000 per team to invest based on recommendation and approval of the Board of Trustees with income earned on the investment funding unrestricted state officer projects for future teams.

DIRECTION

Glenn Morris will update the budget for 2006-07 and distribute to the Board of Trustees and State Officers and posted online along with the 990 from FY 2005-06.

Glenn Morris and Ryan Underwood will outline the procedure for the Nevada Investment Challenge and will direct the State Officer Coach and State President to begin working with their teams to have proposals ready for review at the annual Mid Year meeting.

Glenn Morris will work with State Webmaster to update the website with the chapters from Nevada their 2005-06 membership and update on 2006-07 progress.

STATE OFFICER REPORT

FBLA Report

State President Chris Williams reported that membership is the key priority for the FBLA state officer team. The Fantastic Five campaign is an incentive for members to join early and receive a reduced membership dues if they register by December 15.

New chapter recruitment is a key contributor to state officer team growth. One strategy is communication and public relations efforts with the school districts in Nevada. Chapters have been targeted for growth are schools with new advisers, changes in adviser, or who have significant opportunity for growth. A list of key targets for Northern, Southern, and Eastern Region for ML and HS have been targeted.

Business partnerships are a key element to Nevada FBLA-PBL growth. A business recruitment package is being developed and already the state officers have one business committed. Jeanne Joyce agreed to assist the state officers with re-committing Barrick Mines to state level sponsorship. Elly Hanks asked for a sponsorship packet to share with her business colleagues.

Chris reported that the State Officer Team was also concentrating on the member experience through participation in Business Achievement Awards is an important highlight for 2006-07 and the continuation of the Leadership Village.

State officers will concentrate on top placing in State Chapter Annual Business Report and Mission LIFT Grants as well as participation in national programs.

Ryan Underwood and Glenn Morris will help Chris Williams secure the endorsement letter of FBLA-PBL from the State Superintendent.

PBL Report

State President Jamii Hass has created a Presidents Advisory Committee (PAC) appointing leaders from UNR, GBC, and UNLV to help grow each local chapter. The goal is for the State President to work and consult with each local chapter to promote PBL on the local level and statewide.

1. Increase active chapters from 3 to 6 and membership from 50 to 80 (recruit and retain members)
2. Increase partnerships by 1-2 and gain
3. Communication with chapters through emails, newsletters, and personal communication.
4. Continuing mentorship of FBLA state officers.
5. Increase attendance at conferences.

Already have UNR, GBC, and UNLV. Truckee Meadows and Community College of Southern Nevada are showing interest. Members will be joining virtually until we can get the chapters up and going. Concentration is on the southern region since that is where the SBLC will be located. Sierra Nevada College, Nevada State College, and University of Southern Nevada are all targets. Melissa Scott volunteered to assist with connections and contacts at Nevada State College (Warren Hioke).

FUTURE CONFERENCES

Fall Leadership Conferences

October 8-9 in Elko Red Lion and High Desert

Leadership Extravaganza Wednesday, October 11 at Sun Coast

State Business Leadership Conference

Targeted for Hampton Inn on Tropicana with possibility of doing general sessions offsite (ideally UNLV). Bussing and transportation will be a key issue and concern.

Elly Hanks is going to reach out through her network for 2009 possibility at South Coast.

Emphasis on the local Las Vegas members staying with the onsite policy is needed. Melissa Scott and Derwin Lawson both expressed their support

EXECUTIVE DIRECTOR REPORT

Executive Director Ryan Underwood reported the following Nevada FBLA-PBL Operation activities:

- Summit 2007 (participants for Summit would be Jeanne, Melissa, Glenn, and Ryan)
- PBL National President
- Developing logo for leadership village
- Hired new State Officer Coach
- Submit 15th of month report—board will look for opportunities to support
- Confirming 2007 conference site
- Hired new team lead in Reno
- Adding membership totals and reports online
- Looking at entertainment element offsite as well as
- Second winningest year in Nevada FBLA history based on NLC 2006 results!
- Renewed concentration on State Officer Coach to stay in communication with local chapter adviser to students.
- State Officer serving in two organizations
- Will forward contact list and update on the web
- Organizational chart

FUTURE BOARD OF TRUSTEE MEETINGS

Ideally next meeting would be associated with the Legislative Day/Mid Year Meeting in January/February 2007.

ADJOURNMENT

The meeting was adjourned at 1:10 p.m.

Respectfully Submitted,

NEVADA FBLA-PBL, Inc.

Elly Hanks, Board Secretary/Treasurer

August 22, 2006
Date