

NEVADA FBLA-PBL, INC.
BOARD OF TRUSTEES MEETING MINUTES
January 14, 2010

Call to Order

The meeting was called to order at 9:10 a.m. by Board Chair Tim Schneider.

Roll Call

Roll Call indicated that the following Board Members were present:

Tim Schneider, Board Chair
Melissa Scott, State Chair (Ex-Officio)
Jim Gronowski, Chair Elect
Ryan Underwood, Executive Director (Ex-Officio)
Jill Lambert
Jennifer Abdinoor

Roll Call indicated that the following Board Members were present via video conference or conference call:

Stacie Peterson, Secretary/Treasurer
Dave Kern
Jeanne Joyce
David Farahi

Roll Call indicated that the following Staff Members were present:

Mike Oechsner, State Adviser

Approval of Minutes of Previous Meeting

Decision:

Jill Lambert moved, it was seconded, and passed that the minutes of the previous meeting be approved as presented.

State Officer Update

Discussion:

Carmen Puentes, State President, shared her written report with the Board for review.

Carmen showed the Board of Trustees the first installment of "FBLA Talk" Interviews, a production created by Vice President of Media, Kyle Harris.

Carmen shared that the newsletter currently in production is entirely member driven – articles are all being written by association members, rather than by members of the State Officer Team.

Chapter Visits have been successful thus far and will continue to be a focus through January and into February. Jennifer asked for clarity on the process of a Chapter Visit. Carmen shared that the visits are either done to chapter meetings, or to specific classes, as coordinated by the adviser leading the chapter being visited.

Nevada Department of Education Update

Discussion:

Melissa Scott, State Chair, shared that the National Business Education Association has been working with the College Board on AP Accounting, and the new curriculum will be piloted at the NBEA Conference in March.

At the current time, the state has not proposed any CTE budget cuts. The Department of Education is moving forward with the processing of grant applications with the assumption that funding levels will remain the same.

Melissa shared that she has joined the Board of Directors for MBA Research.

Melissa asked that Phyllis Dryden continue to be in everyone's thoughts as she continues her fight with cancer.

Management Update

Discussion:

Mike Oechsner shared the current Association Health Dashboard.

Mike shared that holiday cards were sent out to all judges, partners, sponsors, Board Members, and Advisers. Adviser Appreciation Cards will be sent in February.

The Board discussed the chapter outreach efforts. The finding is that several advisers are excited and want to hear from business people, others share that they have no needs for assistance, and the majority are simply not responding. Efforts will continue.

Tim suggested that we create a calendar environment on our website for chapters to submit their chapter activities.

Jill suggested that as we move forward with the development of the 2010 Fall Extravaganzas that we offer Board Members the ability to present workshops or simply hold an adviser round table. We also would like to more actively engage the Board in the Adviser Academies.

Mike shared with the Board of Trustees that we have been approved and are in the implementation stages of offering a 400 level college credit to State Officers for their leadership efforts and experience. The credit is being offered by the University of Nevada Reno. UNR is covering the admission fee, and the only cost will be the actual college credit fee.

Ryan shared that we'd like to look into the possibility of offering college credit for chapter officer experiences. This topic was deferred to the education committee for further exploration.

Mike shared that the Management Team has applied for a Mission LIFT Grant for the development of an FBLA iPhone App.

Decision:

Jennifer Abdinoor moved, it was seconded, and passed that Nevada FBLA reimburse state officers for their tuition in the college credit program upon successful completion of the course.

Direction:

Mike will work with the web team to develop an implementation plan for chapter calendar integration.

Financial Update

Discussion:

The financial reports indicated year to date revenue of \$18,721; expenses of \$39,293; Accounts Receivable of \$3,281.31; Accounts payable of \$0; and total bank account balance of \$62,454.

The board requested that a Budget to Actual report be distributed, and that in the future, we review budget to actual instead of just the Profit & Loss Statement.

Tim asked how NV FBLA compares to similar associations on our aging of A/R. Ryan shared that when there are things aged past 45 days, it's time to be attentive, and that Nevada FBLA has strong practices in place to control our A/R.

The Board discussed the extensive debt for Proctor R. Hug High School, including several opportunities and ideas on how we could potentially forgive a portion of it. The general consensus was that we'd be willing to forgive up to \$1,000 of it over a two year period. Final determination of the process was deferred to the Executive Committee.

Decision:

Jill Lambert moved, it was seconded, and passed to accept the financial reports as presented.

Direction:

Mike will work with the Executive Committee to develop a plan on forgiving part of Hug's debt by the end of January.

The Board will receive a Budget to Actual report electronically following the meeting.

Policy Development

Discussion:

Tim shared that the Executive Committee of the Board is working to develop policy on Bad Debt, Conflict of Interest (including Nevada cooling off laws), Document Retention, Sexual Harassment, Hostile Work Environment, Whistleblower, and Non Discrimination. All policies are in draft stages and will be distributed to the Board for review by late February.

Direction:

Tim and the Executive Committee will complete the policy development and distribute to the Board by February 28.

Nominating Committee Update

Discussion:

David Farahi shared that he has some new ideas and will connect with the committee members in the next several weeks to discuss next action steps.

Education Committee Update:

Discussion:

Jim Gronowski shared that the location for SBLC 2014 has been secured and will be the Grand Sierra Resort.

Business & Financial Development Committee Update

Discussion:

Melissa Scott shared that Stacie Peterson recruited a \$500 sponsorship from Silver State Schools Credit Union.

Jennifer asked, as a new Board Member, if there are any specific arenas that we've found strong successes in financial development. Mike shared that our largest areas of past success have been leveraging relationships. Mike also shared that he's happy to help Board Members match up potential sponsors with the appropriate competitive events.

Jim asked for clarity as to whether in kind sponsorship is recognized. It was clarified that in our sponsorship program we recognize in kind dollars the same way we recognize actual dollars received.

Public Relations & Advocacy Committee Update

Discussion:

Jennifer shared that the committee is meeting in late January to develop an action plan and finalize committee goals.

SBLC 2010

Discussion:

Mike shared an overview of the agenda for SBLC 2010.

The Board discussed Board Roles at SBLC. While Board Members can definitely judge events, our higher goal is for chapter outreach and public relations/visibility of Board Members. Board Members are encouraged to attend all general sessions, the Business & Friends Reception, and the Annual Business Meeting.

There will not be an official Board Meeting in conjunction with SBLC. We'll have a game plan review meeting at SBLC, and our spring meeting will be in May.

College Credit

Discussion:

Robyn Davis from the University of Nevada Reno joined the Board Meeting and shared an overview of the college credit program for state officers.

Melissa and Mike will be course contacts, Robyn will be instructor of record.

Robyn outlined the syllabus and the process and shared UNR's excitement. Jennifer asked about the potential of more credits – Robyn shared that when you get beyond one credit, instruction and instructors become a more in depth in the arena of requirements. Potentially, we can move to one credit in the fall and one in the spring.

Ryan asked – if we have great success here, could we look at potentially offering this for local chapter officers, Robyn said UNR would be very open to this discussion in the future.

Membership

Discussion:

Ryan shared the need for us to focus on our membership. He shared comparisons of state, student, and FBLA populations as outlined below:

	Population	Membership	Chapters	Years in Service
Nevada	5.1 million	1000	40	40
Oregon	3.4 million	2200	70	60
Washington	5.8 million	4500	120	50
Colorado	4.3 million	6000	200	50
Georgia	8.1 million	20,000	350	60

Stacie asked what was preventing us from requiring FBLA Membership for all business students. She will do some additional research on this. Jill shared that the largest challenge is that things (like FBLA membership) that aren't necessarily academically tied, they can't be correlated to grades. CTSO's are in the state standards, which does help with this topic.

Jeanne shared the leadership components that she tied to FBLA membership when she was in the classroom.

The entire Board was asked to ponder ways we can grow and support membership and send them to Mike. Mike will work with the Education and Advocacy Committees.

Ryan closed the conversation with a challenge and question -- let's ask ourselves – what is the ONE THING that a teacher absolutely must have in their classroom? How do we leverage that one thing so that it's FBLA?

Staff Update

Discussion:

Ryan shared that over the next 18 months we will be making some staff transitions. Bryan West has joined the team as Assistant Officer Coach and will be transitioning into the role of Officer Coach with the next team.

Andrea Holman-Greenfield is leading our efforts on Alumni Development and Judge Recruitment.

Sean Robinson will be transitioning into the role of Assistant State Adviser and will be playing a more active role in day-to-day operations.

Mike Oechsner will be transitioning into an Associate Director role, with a continued focus on Governance, Finance, and Operations.

Adjournment:

The meeting was adjourned at 11:35 a.m.

Stacie Peterson, Secretary/Treasurer