

NEVADA FBLA-PBL, INC.
BOARD OF TRUSTEES MEETING
May 11, 2010, 2:30 p.m.

Nevada Department of Education, Southern Region Office
9890 South Maryland Parkway, Suite 221, Room 234, Las Vegas, NV 89183

Call to Order

The meeting was called to order by Board Chair Tim Schneider at 2:33 p.m.

Roll Call

Roll Call indicated that the following members of the Board of Trustees were present in Las Vegas:

Tom Anders
Jim Gronowski
Jill Lambert
Liset Puentes
Tim Schneider
Melissa Scott

Roll Call indicated that the following members of the Board of Trustees were present via video conference from Reno:

Stacie Peterson

Roll Call indicated that the following members of the Board of Trustees were present via conference call:

David Farahi
Elly Hanks
Ryan Underwood

Approval of Minutes from Previous Meeting

Discussion:

Jim Gronowski asked for clarification on Board Member participation at the Fall Leadership Extravaganzas. Mike Oechsner clarified that Board Members are welcome to join any of the events.

Decision:

Jill Lambert moved and it was seconded to approve the minutes of the January Board of Trustees Meeting as presented. Motion Carried.

Approval of New Board Members

Discussion:

Liset Puentes is the newly elected State President from Advanced Technologies Academy.

Tom Anders was elected to serve on the Board of Trustees as the Adviser Representative at the 2010 State Business Leadership Conference.

Melissa Scott also shared that Mary Kerner was interested in joining our Board this fall.

Decision:

Melissa moved and it was seconded to approve Liset Puentes and Tom Anders as new members of the Board of Trustees. Motion Carried.

Direction:

Melissa will refer Mary Kerner to David Farahi and the Nominations Committee. Mary may join the Board starting in September.

State Officer Update

Discussion:

Liset presented her written update on behalf of the State Officer Team.

Liset shared that Jacquee Giovo of West Wendover High School was appointed to the position of Eastern Region Vice President.

The State Officer Team is working to keep the Facebook page active. The team has also updated their biographies for the state website. They are practicing their leadership speeches and preparing for the Orientation Meeting.

Tim asked who would be coaching the officers in the coming year. Bryan West will serve as the officer coach for the 2010-11 team.

Nevada Department of Education Update

Discussion:

Melissa shared that there will again be competitive grant funding available. The applications have been reviewed and grants for the 2010-11 year have been awarded.

Perkins funding is remaining level to the previous year. Perkins grant applications are currently being reviewed.

School districts are still having to make cuts to survive within budget shortfalls. As a result, if they are cutting programs that have Perkins funding attached, they could have to return unused Perkins dollars.

Melissa shared that one of her personal goals is to see Business Management Curriculum offering grow in Nevada. West Career Technical Academy is a new school opening in the fall and they will have a true Business management program.

Management Update

Discussion:

Mike shared the current association dashboard which indicated sound status in association health, operations, finances, and in leadership programs.

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2009-10 set yet another record in membership with the year finishing at 1122 on a budget of 1,000. We have 46 active chapters. The State Business Leadership Conference also set a record for attendance with 562 members and advisers. National Leadership Conference is pacing to have similar numbers to last year, even with the conference being late in the summer.

National Leadership Conference Update

Discussion:

Mike shared that as a result of the flooding in Nashville, the Opryland Hotel will not be open for our conference. The national staff is currently in Nashville working on the plans for moving forward with NLC at the same time, still in Nashville, but with the location shifting to downtown.

The move to downtown may result in increased or decreased room rates. Several options were discussed about how to react if this situation. The Board agreed that if room rates increase, unless it's incredibly substantial, that we should make all efforts to absorb the increased expenses without additional costs to our members.

The General Jackson Cruise will be operational in time for NLC, but with our shift to lodging downtown, we will now need ground transportation. Tim shared that we needed to absorb this cost.

Hotel room rates were reviewed. If room rates decrease, the suggestion was to provide some type of meal support for NLC attendees.

Decision:

Jim Gronowski moved and it was seconded to allow Melissa and the Management Team to determine how to support meals when new hotel assignments were published. Motion Carried.

Direction:

Mike and Melissa will work together to determine how to best support our members at NLC should hotel rates be decreased.

Financial Update

Discussion:

Financial Statements as of 4/30/10 indicated total income of \$184,254 and total expenses of \$99,673 with a current Net Income of \$84,581. Accounts Receivable has an open balance of \$64,766.55. Accounts Payable has an open balance of \$20,250.00.

The primary reason for the current high net income is that all revenues from the State Business Leadership Conference have been accrued, but the Imperial Palace bill has not been received or paid. Accounts Receivable is primarily grant money from Washoe County School District and Clark County School District.

The Board reviewed the Hug Debt Forgiveness Plan and Hug is making adequate progress.

Jill Lambert requested that future financial reports include a year over year comparison.

Decision:

Jim Gronowski moved and it was seconded to approve the financial statements as presented. Motion Carried.

Direction:

Future Financial Updates are to include a year over year comparison of revenues and expenses.

Policy Development Update

Discussion:

Tim shared that the Executive Committee has completed drafts of the policies for Discrimination, Harassment and Working Environment, Code of Conduct, Ethics, and Conflict of Interest, Policy on Record Security, Privacy and Document Retention, and Whistle Blower. Draft policies were distributed for review.

Decision:

Melissa moved and it was seconded to approve the policies as presented. Motion Carried.

Nominating Committee Update

Discussion:

Melissa will send Mary Kerner's information to the Nominating Committee for review.

Tim shared that the committee's goal is to maintain the current board makeup including geography and size.

Education & Program Committee Update

Discussion:

The entire 2009-10 State Officer Team completed their college credit program with the University of Nevada Reno. Each of our officers received an A.

Jim asked to see a sample of the portfolios.

We are currently working to expand the college credit program with the hope of offering something for chapter officers in the next year. The management team and the Education & Program Committee will work together to help move this forward.

Public Relations & Advocacy Committee Update

Discussion:

The committee distributed a press release for the reception at SBLC. The goal for the future will be to reach directly to student journalism programs.

The committee is continuing to add goals to growing our efforts. Jennifer is working on an invite list for a recognition dinner that would serve a dual purpose to also include fundraising and sponsor development.

The Public Relations and Advocacy Committee would like to take the reins on the reception to add some additional meaningful pieces to it.

State Business Leadership Conference Update

Discussion:

The Business and Friends Reception will shift to the Public Relations & Advocacy Committee for management beginning with next year.

The Imperial Palace worked very well as a venue for the State Business Leadership Conference. The only facility challenge was the stability of the ballroom floor for the dance. Additional ideas and approaches will need to be reviewed prior to the 2013 conference which will return to the Imperial Palace.

The shell of the conference agenda continues to work well. We may need to move the Adviser NLC Meeting back to Wednesday morning due to district travel. The Education and Program Committee will work with the management team on any changes.

The Imperial Palace reduced our guest room rate for the State Business Leadership Conference as a result of lower rates being publicly offered by the hotel. That coupled with the increased attendance resulted in a very financially successful event. The management team would like to, as a result, accrue expenses in the current year for future use in the arenas of State Officer Development, Audio Visual, Signage, Chapter Assistance Funding, Mentoring Grants, Public Relations, and SBLC 2011 Enhancements.

Decision:

Jim moved and it was seconded to allow the management team to accrue up to \$20,000 in expenses in the current fiscal year for future use.

Direction:

Prior to closing the books for the current fiscal year, the management team will accrue the appropriate amount based on net income.

Write Off Policy

Discussion:

The Board was asked to review and develop a policy for writing off bad debt on the A/R Schedule.

Decision:

Melissa moved and it was seconded that the management team my write off amounts up to \$100, that the Executive Committee be allowed to make decisions up to \$1,000, and amounts over \$1,000 would need to be determined by the Board of Trustees as a whole.

National Officer Candidate Support

Discussion:

Mike shared that Chantell Giere of Spring Creek High School was elected to the position of Executive Vice President and will be running for National Western Region Vice President. Chantell has requested \$500 in campaign support from the state association. We have budgeted \$250, but our current year operations will allow us to meet her request without deficit spending.

Decision:

Jill moved and it was seconded to fund Chantell's request for \$500 in full. Motion Carried.

Direction:

Mike will share with Chantell that her request has been approved. She will need to provide a financial outline prior to funds being disbursed.

Fall Leadership Extravaganza Update

Discussion:

DECA will be joining for all three events this year. FCCLA will be joining for all three events this year. HOSA will be joining for Reno. The Las Vegas event is tentatively scheduled for October 28 at the Cashman Center. The other dates are still being finalized with facilities.

State Business Leadership Conference 2011

Discussion:

The Sunday arrival for SBLC 2011 is Easter. The Grand Sierra Resort does have availability to shift our dates by one day to change the arrival pattern to be on Monday, with the closing session on Wednesday night.

Decision:

The Board instructed the management team to make this date shift.

Direction:

Mike will work with the Grand Sierra Resort to finalize a contract amendment moving the date forward.

Election of 2010-11 Board of Trustees Officers

Discussion:

Jim Gronowski will move from Chair Elect to Board Chair. Tim will move from Board Chair to Immediate Past Chair.

Decision:

Jim moved and it was seconded that Jennifer Abdinoor become the Chair Elect. Motion Carried.

Melissa moved and it was seconded that Stacie Peterson serve another year as Secretary/Treasurer. Motion Carried.

Honorary Life Membership

Discussion:

Tim publicly thanked Elly Hanks for her years of service and dedication to Nevada FBLA, and shared that he was proud to nominate her for honorary life membership in the association.

Decision:

Tim moved to induct Elly Hanks as an honorary life member of Nevada FBLA. Motion Carried.

Next MeetingDiscussion:

The next Board Meeting will be September 10 at 3 p.m. Location is to be determined in Las Vegas. For this meeting, the association will fund travel to have all Board Members present in person. We will not hold video conference.

Adjournment

The meeting was adjourned at 4:01 p.m.