



**Oregon FBLA Board of Trustees
Meeting Minutes
Saturday, May 13, 2017**

Call to Order:

The meeting was called to order at 9:03 a.m. by Board of Trustees Chair Bill Graupp.

Roll Call:

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

Bill Graupp, Chair
Anthony Bailey, Secretary/Treasurer
Ron Dodge, State Chair
Gavin Barrett, State President
Susan Yates, Board of Advisers Chair
Jeff Ellsworth, Trustee
Teresa Stratton, Trustee
Veronica Erwin, Trustee
Michelle Cowing, Trustee
Mike Oechsner, Executive Director

The following staff members were present:

Carla Boulton, State Adviser

Approval of Minutes of December 2016:

Discussion:

It was noted that Veronica Erwin was not included on the list of those present, and it was corrected.

Decision:

Teresa Stratton moved and it was seconded to approve the minutes as corrected. The motion was adopted unanimously.

State Officer Update:

Discussion:

Gavin Barrett, State President, shared the State Officer Update. The team is currently completing state officer training and specifically they are developing their program of work.

Some of their big ideas thus far include regional communication, They recognize that the presidents council has had limited success and they are exploring other ideas to enhance communication and experiences with the local chapter presidents. Anthony noted that we need to be sure to attach Champion Chapters points with whatever the enhanced experience is.

The team also sees service, part of FBLA's motto, as a very important element of what we do. They are working towards more energy on community service specifically supporting the March of Dimes and Valiant Seed.



They are also in conversation about continuing the Pay It Forward program. Susan Yates asked that Pay It Forward not be assigned to just one day – please give chapters a window to do something within and report out. A specific day does not accommodate changing schedules for those involved.

Middle level participation is the next huge opportunity for FBLA. The team wants to find out what middle schools feed what high schools to help expand programs into middle level.

As they review membership campaign, they are looking for something a little more stable that can be continuous – such as CEO level.

The team also feels like education related to competitive events is an opportunity. Their plan is to utilize social media to create competitive event tips and tricks and expand knowledge about some of those events that are under-participated in.

Business Achievement Awards are the final concentration of the officer team. 2016-17 was the first year ever that Oregon did not win the BAA fight to the finish at the national level. Mike shared that he was very happy to hear about the concentration on BAAs, especially since this is the first year that we did not win. Susan Yates suggested that adding more recognition (like handing out the ribbons at the region meetings instead of registration packets). Anything we can do will help! Susan suggested that we also add the community service award recipients of the highest level to the reception.

Board of Advisers Update:

Discussion:

Susan Yates, Board of Advisers Chair, shared the Board of Advisers Update. The meeting was highly productive. Judy Story is retiring from the Board of Advisers and will be replaced by Freddy Maldonado.

Tonya Boustead was elected as the chair elect for the Board of Advisers. Sandy Edwards will serve as chair for 2017-18 and she will be followed by Tonya.

The Board of Advisers talked about the National Leadership Conference. The concerns are larger for next year in Baltimore and the anticipation is that costs will be higher. The discussion will continue.

This was the first year having temp workers supporting competitive events, and overall it was very well received. It was positive for advisers to be able to spend additional time with their students.

The concert was talked about – location was a bit far for some. If we move the activity back to the hotel, a dance really is the only option due to space limitations.

The conference App was a wonderful addition. There was a concern that some students don't have smart phones....or phones with limited data. There would be value in adding a big screen TV in the lobby to have a scrolling schedule.

The post-opening session adviser meeting was changed to be a lunch meeting, which was a nice treat for advisers.



The region skills conferences continue to be a concentration – including common deadlines, common offerings, and final standardization. They are working towards needing to be in the top 10 to advance to SBLC, and how many wild cards to keep. The conversation continues for the final steps in region skills conferences.

Bill asked how things with the pilot of Champion Chapters went? Carla shared that the chapters who did try it would have finished at the gold level. We are fully ready to launch.

Oregon Department of Education Update:

Discussion:

State Chair, Ron Dodge, shared the Oregon Department of Education Update. We continue to be in the middle of the legislative session and there are two bills that impact FBLA. Both of them have gone to Ways and Means – HB2258 will move money flowing back to the Oregon CTE Student Leadership Foundation. This is a very positive thing.

The FBLA Bill – HB2548 has also gone to Ways and Means. This establishes a place that funds can be put to support FBLA.

The current budget forecast is low, but there is anticipation that the updated forecast will be brighter and have more opportunity to fund measure 98. The entire idea is that this measure would have funded CTE, but the measure did not come with any funding attached to it.

Mike Oechsner asked about the \$750,000 that supports CTSO Operations and Chapter Grants and what the current status of that line item is. Currently, that funding is reduced.

In the last year, the Future Natural Resource Leaders were officially added and they have ability to request funding from these coffers. Also, Educators Rising and Technology Student Association are both pushing to come on board – which further reduces the amount of money available to each organization.

Oregon CTE Student Leadership Foundation Update:

Discussion:

Mike Oechsner, Executive Director, shared that the funds from the Oregon CTE Student Leadership Foundation for operations have now been received. The bill allowing them to be the fiscal agent over all CTSO funds has passed the house. The role of this board is likely to change in the fall, but changes are not yet official.

Bill Graupp is our representative on that Board. He also serves as the Treasurer.

Adviser Training at Portland State University:

Discussion:

Both Bill Graupp and Carla Boulton were in attendance. This event was funded by the Oregon Department of Education with funds that remained from chapter grants. There will be some flow through funding from PSU to FBLA to fund expenses for participants.



NLC Update:

Discussion:

We are sending a contingency of 287 to NLC this year – 60 competitors more than last year. We will be at the Red Lion in Anaheim which is an easy walk from the headquarters facilities are.

Our state day will be at Universal Studios. The event includes transportation and two meals.

There is further conversation about whether the package continues as a 7-day package next year or shifting down to a 6-day package. There is concern about those with

All competitive event registrations were complete and advisers had several days to review. All projects were submitted early in the week. Conference registration is in process.

Management Update:

Discussion:

Carla Boulton and Mike Oechsner shared the management update. Overall, the organization is in a very strong place of health. We have active succession taking place on boards, clear strategic indicators, strong financial assets, and successful programs.

Membership was slightly below last year, but that was anticipated with the more clear options between program based affiliation and traditional affiliation. We will see the large jumps or drops settle down completely after this, which was year two.

SBLC participation exceeded expectations, even with a membership decline.

The contracts for SBLC 2019 were sent to the contract committee for review/approval and will be executed this week.

Membership Process Update:

Discussion:

Mike Oechsner shared that it was on our radar at this point to reconsider the levels in program based affiliation so that we can give our members a full year to know what is next...but this has been delayed because we are not yet certain what National FBLA's plans are when it relates to a database provider. The current provider of their membership system which does membership, conferences, etc. will no longer be supported after the end of this year. They have not yet made a decision about who to utilize next – and we do not want to have programming costs in a system that will be retired. So, we are leaving things as they are for at least one more year.

Financial Update:

Discussion:

The financial update indicated the following as of April 30, 2017:

Total Revenue:	\$424,719
Total Expenses:	\$390,232
Net Income:	\$34,487
Checking Balance:	\$24,854
Operating MMA:	\$61,653



Foundation MMA:	\$1,107
Restricted Funds:	\$1,500
Accounts Receivable:	\$62,609
Accounts Payable:	\$27,817
Vanguard Investments:	\$84,177

It was noted that both McNary and St. Paul have outstanding balances that need to be followed up on. Mike and Carla will continue to follow up on those.

Decision:

Anthony Bailey moved and it was seconded to increase the annual available funds for scholarships to be \$4,000 per year instead of the current amount of \$2,000. The motion was adopted unanimously.

Board of Trustees Term Review:

Discussion:

Anthony Bailey, Bill Graupp, Richard Goddard, Veronica Erwin, and Frank Ault all are up for term renewal. Mike Oechsner will follow up with Richard and Frank to see if they would like to renew their terms.

Decision:

Mike Oechsner moved and it was seconded to extend the terms for Anthony Bailey, Bill Graupp, and Richard Goddard. The motion was adopted unanimously.

Board of Trustees Officers:

Decision:

Anthony Bailey moved and it was seconded to elect Bill Graupp to continue as Chair for one more term. The motion was adopted unanimously.

Bill Graupp moved and it was seconded to elect Anthony Bailey to continue as Secretary/Treasurer. The motion was adopted unanimously.

Bill Graupp moved and it was seconded to elect Veronica Erwin as the Vice Chair. The motion was adopted unanimously.

Appointment of Nominations Committee:

Discussion:

Bill Graupp shared that he does feel like we have a fully functional board. Anthony shared that we may want to do another experience survey. This topic will be revisited in August.

Chapter Grant Request:

Discussion:

Hepner High School has requested \$800 for a T Shirt and Hat Press, which includes start up supplies. The Board of Advisers recommended supporting this grant request.



Decision:

Veronica Erwin moved and it was seconded to approve the grant – conditioned on the chapter providing a complete financial statement so that we can evaluate whether or not we would fund this item in the future.

Management Team Operating Contract:

Discussion:

Mike Oechsner shared that the proposed TeamTRI Agreement for 2017-2020 services was ready for review. TRI was not expecting that a signed agreement is completed today – really, we wanted to start the conversation so that we can conclude this before the end of the fiscal year.

Bill Graupp shared that he will be sending out the TeamTRI Evaluation in the next few days and we will want to have a virtual board meeting in June to finalize the budget and the TeamTRI Agreement.

2017-18 Operating Budget:

Discussion:

Mike Oechsner shared that again, we are not expecting to have an approved budget – though we may want to move forward with it today.

The current budget assumes that:

- SBLC registration will increase by \$10
- RSC Coordinators will receive a \$250 stipend for their work
- Scholarships will continue to be funded at \$4,000 per year

Bill Graupp shared that we may want to consider moving the stipend for region skills conferences to a higher number. There were several ideas and perspectives on how much the amount should be. Veronica proposed that we move forward with \$300 for the first year, which will amend line 2300 of the budget to be \$10,300.

Decision:

Anthony Bailey moved and it was seconded to approve moving forward with the \$300 stipend for RSC Coordinators. The motion was adopted unanimously.

Michelle Cowing moved and it was seconded to approve the 2017-18 operating budget as amended. The motion was adopted unanimously.

National Candidate Support:

Decision:

Anthony Bailey moved and it was seconded to approve financial support for the national candidate Josie Notter in the amount of \$500. The motion was adopted unanimously.

2017-18 Calendar:

Discussion:

Anthony Bailey shared that he would like to see us adopt policy that charges anyone who no-shows for the adviser conference the costs that we cannot recover. Susan asked that we postpone the deadline for registration if we are adopting this policy.



Decision:

Anthony Bailey moved and it was seconded to charge a \$100 penalty for advisers who register and do not show up. The motion was adopted unanimously.

Other Business:

Bill Graupp reminded his fellow board members about the importance of sponsorship recruitment. He also provided some suggestions on web updates for sponsors. He closed with encouraging board members to attend the opening session at SBLC.

Adjournment:

The meeting was adjourned at 11:37 a.m. The next meeting will be August 5, 2017 in Portland.