

Mountain-Plains Business Education Association
Executive Board Minutes
October 28-29, 2011
Homewood Suites, Kansas City, Kansas

CALL TO ORDER

The Fall meeting of the Mountain-Plains Business Education Association Executive Board was held at the Homewood Suites in Kansas City, Kansas, on October 28-29, 2011. President Marilyn Jones called the meeting to order at 8:31 a.m.

ROLL CALL

In the absence of Lori Hauf, Murleen Bellinger conducted roll call and took the minutes. The following officers present were Marilyn Jones, president; Sheryl Piening Keller, president-elect; DeLayne Havlovic, treasurer; and Murleen Bellinger, past-president.

Ex-Officio members present were Sue Sydow, NBEA Director; Christine French, regional membership director; Melinda Rangel, newsletter editor; Kris Gaebel, archivist; Diane Karlsbratten, share-an-idea; Deb Wolken, legislative chair; Kelly Means, journal editor; Glenda Rotvold, publications; and Toni Landenberger, webmaster.

State representatives in attendance included: Carol Sessums, Colorado; Connie Lindell, Kansas; Patricia Arneson, Nebraska; Violet Snell, Texas; and Lori Klikeman, Wyoming.

Board members absent included Lori Hauf, Gary Schepf, Michelle Metzinger, and Cathy Tkacik.

Dennis Krejci, NBEA Secretary/Treasurer, was a guest at our board meeting.

APPROVAL OF MINUTES

The minutes of the June meeting were approved as corrected.

APPOINTMENT OF PROXIES

President Jones appointed Toni Landenberger as proxy for New Mexico, Glenda Rotvold for North Dakota, Melinda Rangel for Oklahoma, and Diane Karlsbratten for South Dakota.

As per the Bylaws, the NBEA Director serves as parliamentarian.

TREASURER'S REPORT

Treasurer DeLayne Havlovic presented the current financial status of M- PBEA. DeLayne handed out financial reports and reported that the current checking account balance is \$3,747.59 and the CD balance as of October 21, 2011 is \$24,855.75 with a total of \$28,603.34. Current fiscal year balances and budgets were reviewed. Bills were submitted. (Reports on File)

OFFICER REPORTS

PRESIDENT	President Marilyn Jones – (Written Report)
PAST PRESIDENT	Past President Murleen Bellinger – (Written Report) Murleen is working on updating the history of M-PBEA book and is asking for information to continue on updating the document.
PRESIDENT-ELECT	President-elect Sheryl Piening Keller – (Written Report)
NBEA DIRECTOR	NBEA Director Sue Sydow (Written Report) The <i>NABTE Journal</i> has been renamed the <i>Business Teacher Education Journal</i> .
REGIONAL MEMBERSHIP DIRECTOR	Membership Director Christine French (Written Report)

EX-OFFICIO MEMBERS' REPORTS

M-PBEA LEADERSHIP AWARD	No Report – President Jones reported in absence of Leadership Award Chairman Cathy Tkacik. Cathy gave President Jones the Leadership Award form.
ARCHIVIST	Archives Chairman Kris Gaebel. (Written Report)
ISBE REPRESENTATIVE	President Jones reported in the absence of ISBE Representative Gary Schepf – (Written Report)
NEWSLETTER EDITOR	Newsletter Editor Melinda Rangel (Written Report)
LEGISLATIVE	Legislative Chair Deb Wolken (Written Report) Past chair, Sheryl Piening Keller, reminded members to encourage your state to implement a legislative chair. President Jones reminded the conference planning members that a legislative session needs to be included in the program.
NBEA PUBLICATIONS	Glenda Rotvold encouraged members to write articles for the NBEA publications.
WEB SITE	Webmaster Toni Landenberger (Written Report) The password has changed. Toni encouraged members to send updates to be included on the website and to contribute to the M-PBEA blog.

AD HOC COMMITTEES

ENDOWMENT	Endowment Chair Pat Arneson – Until funding resumes, there will be no further discussion about the Robert Thompson Endowment. (Written Report)
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M-PBEA JOURNAL

Journal Editor Kelly Means encouraged members to write articles for the 2012 M-PBEA Journal. Board members were also encouraged to submit names of reviewers of the articles. (Written Report)

FUNDRAISING/RAFFLE

Fundraising chair Sue Sydow stated that the profit from the raffle at the M-PBEA conference was \$1,074.70. Sue reminded members that board members are asked to donate a gift or money for the M-PBEA silent raffle.

STATE MEMBERSHIP REPORTS

Written State membership reports from Carol Sessums, Colorado; Connie Lindell, Kansas; Patricia Arneson, Nebraska; Michelle Metzinger, South Dakota; Violet Snell, Texas; and Lori Clikeman, Wyoming were placed on file. Lori invited board members to attend the Wyoming state conference (June 12-14) as they travel to Bismarck for the M-PBEA conference (June 17-20).

CONFERENCE REPORTS**2011 M-PBEA CONFERENCE**

Wichita, KS – Marilyn and Connie reported on the outcome of the 2011 M-PBEA Conference. There were 79 members in attendance at the conference. Evaluations indicated a positive feedback on the new format. A profit of \$2,445.66 was received from the conference.

2012 M-PBEA CONFERENCE

Bismarck, ND—Glenda presented a conference report/overview. The dates of the conference are Sunday, June 17 through Wednesday, June 20, 2012.

2013 M-PBEA CONFERENCE

Omaha, NE—DeLayne Havlovic presented a conference report/overview. The dates of the conference are June 9-12 Wednesday-Thursday, 2013. DeLayne is soliciting ideas for session topics.

2014 M-PBEA CONFERENCE

Violet reported in absence of Gary Schepf— Gary submitted a report for seven site proposals.

2015 M-PBEA CONFERENCE

New Mexico—Carol Sessums. Exploring areas in Albuquerque and asking board members to step up to volunteer for the planning committee.

COMMITTEE REPORTS**2011-2012
PROGRAM OF WORK**

President Marilyn Jones reviewed specific areas in the program of work. (Written Report)

**2012-2013
PROGRAM OF WORK**

President-elect Sheryl Piening Keller will present her Program of Work at the June 2012 meeting.

AUDIT	The auditing committee made corrections as needed and found the financial documents to be in order. (No Written Report)
EDUCATOR AWARD	Sheryl Piening Keller will be securing judges for the award applications. (No Written Report)
BYLAWS	Connie Lindell reported that the Bylaws Committee did find additional changes to the Bylaws that will be presented in the form of a motion under New Business.
POLICIES AND PROCEDURES	Sue Sydow reported that the Policies and Procedures Manual is getting better and better but reminded the group that the Policies and Procedures Manual is a work in progress and will continually need updated.
LEGISLATIVE	Deb Wolken reported the committee members (Lori Clikeman, Kelly Means, and Carol Sessums) discussed what is happening in their states and ways to implement legislative sessions into the conferences or making states accountable for staying abreast of legislative issues in their states. Deb indicated that her first priority will be communicating throughout the region. (No Written Report)
MEMBERSHIP	Chris French – no additional information to report. (Written Report)
NOMINATIONS	Murleen contacted the individuals on the Nominations Committee to obtain feedback about the nomination process and possible candidates. Murleen indicated that there is at least one person per position that is willing to run for an office. Concern was expressed about the lack of members voting for the M-PBEA election.
PUBLICATIONS	Glenda Rotvold – no additional information.
SHARE-AN-IDEA	Diane Karlsbratten reported that her focus was to obtain information from the current committee members to determine her main duties as chair of the Share-an-Idea Committee.
STRATEGIC PLANNING	Marilyn Jones reported that the committee members will be aligning the M-PBEA Strategic Plan with the NBEA Strategic Plan.
<u>UNFINISHED BUSINESS</u>	
2014 CONFERENCE	Motion #1 – Sydow/Keller moved that the Texas delegation go forward with pursue hosting the M-PBEA Conference at the Marriott Dallas Los Colinas 2014. MOTION PASSED
<u>NEW BUSINESS</u>	
BYLAW CHANGES	The Bylaws Committee (Connie Lindell, Chris French, and Murleen Bellinger) reviewed the Bylaws and are making the following recommendations to update the Bylaws.

Motion #2 – Lindell moved to change Article V—Committees; Section 1—Types of Committees to read ‘The Executive Board and/or the Executive Committee may establish standing, ad hoc, and executive board committees as required to conduct the business of M-PBEA’; and adding Section 4—Executive Board Committees. Executive Committees may be appointed by the president; and to change Article VII – Procedures, Section 2 to read as follows ‘M-PBEA Procedures Manual shall be in compliance with the Articles of Incorporation and Bylaws.’

POLICIES & PROCEDURES

No additional information was reported.

2012 NBEA CONVENTION

President Jones stressed that the membership directors should make an effort to attend the membership training session held at the NBEA Convention in Boston.

As M-PBEA is hosting the 2013 NBEA Convention, the board members will need to prepare an invitation for the conference to be presented at the 2012 NBEA Convention.

**NBEA NOMINATIONS/
APPOINTMENTS**

President Jones indicated that all NBEA appointments have been made at this time.

2012 M-PBEA CONFERENCE

President Jones would like more information about the conference as to the Call for Presenters and the Call for Coordinators/Liaisons and the conference schedule.

**FALL BOARD MEETING
REIMBURSEMENT**

Motion #3—Havlovic/Lindell moved to provide stipends to traveling board members of the following amounts: \$150 to Texas, Wyoming, and North Dakota, and \$50 to Kansas and Nebraska members. MOTION PASSED.

PLAQUES

President Jones discussed the use of our current vendor for our award and member plaques. Sheryl will check into other options in Nebraska. Discussion also included other ways to recognize outgoing board members other than a plaque.

**ROTATION OF JUDGES
FOR AWARDS**

President Jones expressed a concern with the rotation of the states for the award judges. Sue Sydow mentioned that the Policies and Procedures Manual does state that if judges cannot be secured through the rotation states than other judges may be found.

OTHER

**M-PBEA PRESENCE ON
NBEA WEBSITE**

President Jones indicated that the regional presidents would like more presence on the NBEA website. Marilyn presented this information to the board as NBEA may be asking for funding from our association to include that presence.

COMMUNICATION

President Jones encouraged each board member to share information about the regional and national associations with their state members.

**EXPENSES FOR 2013
NBEA CONVENTION**

Money must be set aside for expenses for the 2013 NBEA Conference as we are the host region.

ANNOUNCEMENTS

The informal board meeting held during the 2012 NBEA Convention in Boston will be determined at a later date. The M-PBEA Executive Committee is encouraged to attend.

Discussion took place about the National Business Honorary Society. The board members answered several questions about the Society.

ADJOURNMENT

The M-PBEA Board meeting was adjourned at 3:20pm.

Recorded and submitted by

Murleen Bellinger

**Murleen Bellinger, Past President
In the absence of Lori Hauf, Executive Secretary**