

**Oregon Association of DECA
Board of Trustees Meeting
September 15, 2016
Red Lion Jantzen Beach**

A. Introduction

B. Call to order @6:25 PM

C. Welcome and Roll Call (Board Member Updates)

Brycen Woodley – Via a conference call

Laura Nelson – TRI Leadership for Oregon DECA

Brent Leong – having a great year, but busy.

Ron Dodge - ODE

Aroon Nagappan – Oregon DECA President

Bob Reinhart – retired teacher and subbing. Tennis coach.

Nat Ellis – Tired teacher. School building still is in renovations and it is not fun. Second classroom in two years.

Heather Baldwin – really good classes this year.

Kristen Torkelson – we have another new schedule this year.

Mike Oechsner – TRI Leadership

D. Approval of Minutes

Amend minutes to remove Mike Gump and Nan Hammerschmidt as they were not in attendance at the last meeting.

Motion to approve as amended – Nat Ellis

2nd. Kristen Torkelson

All approved

E. Updates

a. Update from the Oregon Department of Education – Ron Dodge

Ron shared that there is pathways funding. There is funding for industry credentials and potentially local ways to do this. Ask certifications and Microsoft certifications can count. We need to look at some type of certification of Accounting. Any certification needs to be approved by ODE.

Measure 98 is about funding for increasing graduation rates. The funds can be used for supporting graduation rates, AP, IB, AVID, and CTE programs. The CTE aspect needs to be pushed and moved to the forefront. Districts will need to come up with a plan.

b. State Officer Team Updates – Aroon Nagappan

Aroon went over the state officer report and the activities that they did this summer. He shared the three goals:

1. **State Officer Recruitment** – Each state officer has connected with at least two students that have shown interest for running for state office.
2. **Social Media** – Each officer has planned to produce more tweets and Facebook posts this year. They are using a new program Hoodsuite to help organize their social media platform
3. **Leadership Council** – They have planned dates.

c. Management team updates – Laura

Laura shared the Oregon DECA Association Dashboard / Management Update document. She shared membership data. Overall the organization is doing good. Membership is on a downward or stagnant trend. Laura will share membership data for the past 10 years at tomorrow's advisor meeting.

F. Board Membership

Discussion of Board Seats

Nomination – I nominate Bob to the board of trustees as an industry representative for the 2016 – 2017 year – Nat Ellis

2nd. Heather Baldwin

All approved

Robin Pollard has resigned her board position as she has moved out of state.

There was discussion on filling the vacancy. It was suggested that Nan be considered pending her acceptance of the position.

Motion – I move that we offer Nan Hammerschmidt the available opening to the board of Trustees to fill the rest of the term of Robin Pollard's vacancy.

2nd. Nat

All approved

G. Action Items

a. Conference Updates - Laura

i. Advisor Conference

1. Tomorrow, September 16, 2016 at the Jantzen Beach Red Lion from 9 AM to 3 PM. There will be a best practices session if any board members can help facilitate a those conversations.

- ii. Oregon Leadership Institute
 - 1. Riverhouse in Bend, Oregon: November 6 – 7, 2016
Etiquette dinner will happen on Sunday. The same format for the dinner will be like last year. The OLI count last year was 671 attendees, not including officers.
- iii. Western Region Leadership Conference
 - 1. Seattle, Washington: November 17 – 20, 2016
Lots of activities and things to do. Great exhibitor area. Evening activities are really good this year. Tours are \$15.00 per tour.
 - 2. Western Region Scholarships – WRLC executive committee has 4 student and 1 advisor scholarships available.
- b. District Skills Conferences
 - i. Plan for 2016 conferences
For 2016, District 1 and 3 have some tentative plans. District 2 is invited to attend either District 1 or 3.
 - ii. Long term direction for these conferences
Laura, Bob and Nat met in August to look at making district conferences better and the same overall in each region. They are looking at maybe one chapter be in charge for multiple years for consistency and as a fundraiser. Currently the district VP runs the event and it is hit and miss.
- c. State Career Development Conference Dates
2017 and 2018 state conferences are scheduled over President's weekend. The Monday is a non-paid day for many advisors. For this year (2017) we have a possibility of going a week earlier. In (2018) there is the possibility to go earlier, than over President's weekend.

It was noted that the current dates are the same weekend we've always had our conference. With the normal shift of the calendar we're in an odd cycle where Presidents Day falls later in February than it usually does. We didn't catch that this had happened because we contracted based on the normal dates when we always have the conference. For example Presidents day was on the 15th last year, but it jumps all the way to the 20th for 2017.

The conversation about moving the date for 2017 and 2018 will be shared at the CTSO advisor conference. Laura will share this information with the group that attends.
- d. Competition Updates
 - i. Update on Scantron vs Apperson score sheets for testing

We will be moving to the Apperson system for scoring this year. This system is almost fool proof. Students will need to bubble in their Oregon ID number. Brent Leong suggested that the student ids be moved to a 5 digit number.

e. Finance Update

- i. Year End Financial Statements for 2015 – 2016
Balance Sheet, Profit and Loss Statement was shared

Motion to approve the financials for 2015 - 2016 – Kristen Torkelson
2nd. Ron Dodge
All approved

- ii. Updated Reimbursement Form – This form has been updated and is found on the web site. You need to keep the receipts for 3 years.

- iii. Proposed finance policies
Small Expenses within budget (\$1,500 or less, within budget and not to TRI)

Motion – Move that any expense that is \$1,500 or less and not payable to TRI Leadership and within budget would not need to be approved by the treasurer, but would be listed in the bank statement. – Brent Leong
2nd. Heather Baldwin
All approved

- f. Insurance Renewal Process: annual update of Conflict of Interest and Sexual Harassment policy forms – all Board of Trustees read and signed the conflict of Interest and Sexual Harassment.

H. Information / Discussion Items

- I. Adjourn – 8:19