

**Oregon DECA Board of Trustees  
Conference Call  
June 2, 2020 5 – 7 PM**

**Welcome and Call to Order**

Called to order at 5:07 PM

**Roll Call**

Heather Baldwin – Chair  
John Dixon – Vice Chair  
Brent Leong – Secretary/Treasurer  
Ryan Witzig – Oregon State Director  
Arthur Khamkhosy – OR DECA  
President

Michael Gump  
Nat Ellis  
Tiana Briones  
Ryan Underwood – Tri Leadership  
Brycen Woodley – Tri Leadership  
Mike Oechsner - Tri Leadership

**Approval of Minutes of Previous Meeting**

*Motion:* Nat Ellis moved that we approve the Board of Trustees minutes from October 28, 2019, seconded by John Dixon. The motion was adopted unanimously.

**Annual Conflict of Interest Affirmation**

This will be moved to be done later in the year when we have the new Board members onboard.

**ODE Update**

Ron Dodge was absent. Mike shared that the CTSO Grants should be fine for next year.

**DECA Inc. Update**

Brycen shared information on events for the upcoming months. Depending on States and their COVID response will depend on how the conferences will look. It is hard to tell if some of the events will be physical or virtual. Lots of virtual resources have been provided by DECA.

**Management Update**

Ryan Witzig shared the following updates for this year -

- Competition resources were provided to new advisors.
- Offered virtual competition training to chapters in Oregon.
- Started the affiliation program for membership.

- Teach DECA was offered to all chapters.
- 1, 383 paid members. Not as high as last year, but higher than 18 – 19. Numbers are very consistent for the past five years.
- Neill Carvalho from Phoenix was a recipient of a three-year license for the Knowledge Matters, Virtual Business Challenge (VBC) Hotel series.
- Kannah Greer from Klamath Union was the recipient of the Western Region Scholarship

## **Finance Update**

### **2019 – 2020 Year to Date Financial Statements**

There are four pillars of income for Oregon DECA –

Membership, Grant, State Conference, and ICDC. Due to not having ICDC this year we have lost revenue for this year. We were under budget in quite a few areas. We are on target. Additional costs were incurred with purchasing the competition starter kits for new advisors.

### **2020 – 2021 Proposed Operating Budget**

This is a new budget process this year. There are quite a few zero based budget items that we need to be aware of. Corporate sponsorships and grants are a priority of the management team.

Expense –

- Looked at budget to actuals from last year and have kept to the same or reduced costs as possible for the 20 -21 budget.
- Oregon DECA not be joining any Oregon professional organizations this year.
- Tri Leadership management fees will be held flat (19 – 20 fee structure) for the 20 – 21 year in exchange for an additional year added to the management contract.
- Advisor conference will be virtual this fall at this time.
- State Conference there are a number of line items to reduce costs and keep things as lean as we can.
- Districts will need to cover exam costs for this year. This has been typically \$600.00.
- No staff member going to WRLC this year.
- State Officer Travel has been reduced. There will be Oregon virtual meetings.
- 20 – 21 year move all board meetings to virtual and not have them in person.
- This is a working budget due to the current economy. There can be high value content with lower costs.
- Low on income and high on expenses.

*Motion:* John Dixon moved that we approve the adopted budget for 2020 - 2021, seconded by Heather Baldwin. The motion was adopted unanimously

**Contract**

Tri Leadership is proposing an amendment to the contract.

*Motion:* It was moved by Heather Baldwin and seconded by Brent Leong to amend the Oregon DECA and TEAMTRI Management Agreement to hold 2019 – 2020 fees level in 2020 – 2021 and extend the TEAM TRI agreement by one year in order to balance our budget in this challenging economic time. Motion was approved, with Executive Director – Brycen Woodley abstaining.

**Teach DECA**

There is a refreshed look to the Teach DECA experience. There is a success ladder to help structure the process of going through the new Teach DECA features. The site is being updated regularly with new content and resources.

**Covid 19 Contingency Plans**

- a. Plan B State Conference to allow competition virtually

We are set to plan that there is an in-person conference for 2021. Chris, VP of technical services at Tri Leadership shared information on having a virtual conference. An example of what Washington FBLA did for a virtual conference. This was

- b. Protocol for decision making process related to State Conference health restrictions. Consider what criteria trigger cancellation, modification, etc and how to accommodate all school who will likely be dealing with different county/district policy.

Tri Leadership will be working on resources and communication going forward. The Board may need to have more meetings in the future to communicate updates and changes as the next year unfolds.

We need to be an organization were all students are able to participate no matter what the circumstances are.

**Adjournment 7:07 PM**

Respectfully submitted,  
*Brent D. S. Leong*