

NASBE Executive Committee Meeting

Wednesday, November 28, 2012

12:00 – 1:00 PM

Georgia World Congress Center, B318

Call to order

Meeting called to order at 12:20 p.m. by Sarah Heath, President.

Roll Call

Attendees: Leila Walker, Maryland; Melissa Scott, Nevada; Kelli Diemer, Iowa; Laurie Urich, Colorado; Sarah Heath, Colorado

Approval of Minutes

Approved as presented

Laurie Urich moved to accept. Melissa Scott made the 2nd.

Treasurer Report – Melissa Scott

- July 1 – Nov. 20 collected \$500 dues
- \$8,332.20 checking account balance
- Wells Fargo CD - \$7,822.84
- Total \$16,155.14
- Melissa will update form. Laurie's assistant will update NBEA Directory from NBEA Forum.
- Signature cards need to be completed by Melissa for Bank of America and Wells Fargo.
- After working with accounts, it was decided that QuickBooks is not needed.

Report from Past President – Laurie Urich

- Wrote an article for last newsletter but did not come out
- Assisted with membership application
- Nomination for vice president

Report from President Elect

Todd Farr was absent. No report.

Vice president Report – Kelli Deimer

- Arranged Rap session – Cengage co-sponsored by business division 5-7, Thursday evening
- Arranged Social – NASBE has 15 members attending.

- Thanked everyone for helping with student awards. Have a nominee for every level in every region

Secretary's Report – Leila Walker

- Prepared minutes from NASBE Rap Session, Executive Committee and Business Meetings held at the NBEA Conference.
- Attended all NASBE meetings and activities held during the NBEA Conference.
- Participated in the New Executive Committee Training Session at the NBEA Conference.
- Sent thank you notes to sponsors of NASBE activities.
- Renewed NASBE membership.

President's Report – Sarah Heath

- Working with Laurie on updating Strategic Plan – need to engage members and share outside of meeting
- Use technology to communicate better to meet goals of plan
- Worked out logistics of space and meals, etc.
- Sarah needs to search for an Awards chair so awards can be given at NBEA.

BE Division Committee Reports – Sarah Heath

- Needs to go through handbook and change language because there are really no committees.
- Jan Bray resigned so there is a search for an executive director.
- Perkins Reauthorization information disseminated.

Unfinished Business

- Conference Call – Laurie Urich
 - 12:00 Central time avoid March and April
 - Sept. call did not occur.
- Strategic Plan
 - 2012-2013 NASBE Strategic Plan distributed.
 - Officers need to review and give Sarah recommendations.

New Business

- Officer duties and roles
 - Officers should review duties in handbook and if out of date or does not happen, let Sarah know.
 - Will decide about recommended changes at the NBEA Conference during the NASBE Executive Committee meeting
 - Laurie will send out an email reminding everyone that they need to update their section.

Adjournment at 1:00 p.m.