

NASBE Executive Committee Meeting

**February 8, 2016
3:00-4:00 p.m. CDT**

Call to order

Dawn Morrison, President, called the meeting to order at 3:00 p.m. CDT.

Roll Call

Members in attendance were: Dawn Morrison (President), Kelli Diemer (Past President), DeLayne Havlovic (President-Elect), Dona Orr (Vice President), Melissa Scott (Treasurer), Kim Moody (Secretary).

Approval of Minutes

A motion was made by Kelli to approve the November 20, 2015 minutes and was seconded by Melissa. The motion carried.

Treasurer's Report

The Treasurer's report was given by Melissa. Melissa will do research for reinvestment options related to the impending expiration of the CD.

Discussion around approved travel funds for NASBE officers

Kelli stated that there is a cap on travel funds for the President and President-Elect. Page 12 of the 2014-15 handbook and page 13 of the current handbook provides the budgetary guidelines.

Following the discussion, Melissa made a motion to approve funds be disbursed for Dawn, the President, to cover the cost of registration to attend the ACTE National Policy Seminar (NPS) to represent NASBE. The motion was seconded by Kelli. The motion carried.

Officer Reports

President, Dawn Morrison

Dawn will send out a message to inquire if any additional NASBE members will be attending NPS and may be able to connect with them for a stronger voice. Dawn has contacted Laure Sutherland, the conference planner at NBEA, to ensure that our meeting does not conflict with anything else. She has not received a response yet so when she does, she will confirm our the NASBE meeting dates and times at NBEA in Las Vegas in March. Dawn reported that as a result of the January 11, 2016 Business meeting, a revised mission statement was approved.

Past-President, Kelli Diemer

Kelli raised the issue related to how Marketing educators may fit into NASBE. Melissa suggested that she speak with Tammi Brewer and Deb Moore. Kelli suggested that she and Dawn meet with MEA (the Marketing Educators Association) to clarify what NASBE's goals and mission are. Kelli suggested possibly creating a "tag line" which would be inclusive of Marketing educators as well as taking a survey to see which NASBE members are members of both NBEA and MEA.

Kelli reported on the status of the 2016-17 proposed slate of officers. Kara Lynch has agreed to accept the nomination to the Treasurer position and Melissa has accepted nomination to the Parliamentarian position. There is no VP candidate right now and the Awards Chair is an appointed position by the President. Dawn suggested that Kelli approach Delores (who is from Marketing) and has been active and may be interested in serving.

President-Elect, DeLayne Havlovic

DeLayne inquired about the responsibility of creating the agenda for the Rap Session at NBEA. Dawn stated that as the President-Elect, she did it last year.

Vice President, Dona Orr

Dona will prepare the agenda for the Rap Session at NBEA. She will also contact possible sponsors for the meeting in March at NBEA. Sponsor possibilities include: B.E. Publishing, Certiport, and Performance Assessment Network (PAN), of which Maure Baker now works. Dona has already been in contact with B.E. Publishing about sponsoring the breakfast meeting on March 23 at NBEA from 8:30-11:00 a.m. It was also mentioned that there is no need to pursue a formal sponsor of a separate “social” event.

Dona also suggested that NASBE recognize B.E. Publishing in some way as they also sponsored the breakfast at ACTE.

A motion was made by Dona to approve an expenditure in an amount not to exceed \$100 for the purchase of a plaque or trophy to present to B.E. Publishing at NBEA. DeLayne seconded the motion. The motion carried.

Secretary, Kim Moody

Kim agreed to continue to serve as Secretary for the next year.

Treasurer, Melissa Scott

Melissa stated that we do have a scholarship recipient selected but will follow-up with Kimberly MacDonald to ensure everything has been finalized associated with the scholarship disbursement. Dawn will follow-up with Kimberly to ensure enrollment of the scholarship recipient.

Newsletter Editor/Webmaster, Roger Fulk

In Roger’s absence, it was suggested that we may need to consider someone else for the Newsletter Editor/Webmaster position. Kelli attempted to contact Roger regarding whether he can continue in this position. She has not heard back yet and believes he may have a new email address at which she will try to contact him again. In the interim, we may need to start thinking of someone with these skills who may be able to serve in this capacity, as the officer election will occur at NBEA.

Parliamentarian, Kelly Scholl

Kelly has resigned as Parliamentarian as she has accepted a new position. Her resignation was effective December 16, 2015. Melissa Scott will be the candidate on the slate for Parliamentarian for 2016-17.

Old Business

- **NASBE Strategic Plan**
DeLayne will take the lead on revisions to the strategic plan. DeLayne will work on the revised draft and then send it to the Executive Committee for review. The plan will then be presented and voted on at the NBEA Convention in March.
- **Updates to Handbook for 2016-17**
Any updates to the handbook should be sent to Dawn.
Melissa states that Article 4, section 3 of the by-laws does not state that elections have to occur at NBEA. She suggests that we may want to consider voting officers in earlier in the spring. She suggests this change to the by-laws for the next business meeting, which will indicate a change of wording from fall to spring.
- **Membership committee**
Melissa requests a possible change in separation of duties for Treasurer and Membership Chair because both duties for one person is quite a bit. Melissa will reach out to Tammi Brewer as possibly accepting the Membership Chair position.

New Business

- Changes to the By-Laws should be submitted to Dawn immediately as they are time-sensitive in order to meet the March meetings timelines.
- The next meeting will be held in person at NBEA on March 23, 2016 from 2:30-3:30 p.m.

The meeting was adjourned by President Dawn Morrison at 4:56 p.m. CDT.

Respectfully submitted,

Kimberly Moody, Secretary