

FBLA/PBL Arizona, Inc.

Board of Trustees Minutes

August 29, 2020

Opening: The meeting was called to order by Jen Eltze at 9:03 a.m. virtually via Microsoft Teams.

Present: Jens Eltze, Laurie Urich, Debbie Cross, Sue Turner, Bill Babyar, Tamara Melton, Gregg Pelka, Brandon LeBlanc, Chanel Dudoit, Gaspar Mata, Yvette Perez, Missey Goodman, Alan Serrano, Mike Manion, Josephine Vidal, Donald Sheldon, Tracy Rexroat, Elena Sobampo, Julie Ellis, Michael Fox

Approval of Minutes: The June 6, 2020 minutes were approved as amended to reflect the correct spelling of Gregg Pelka's first name and Jens Eltze's last name.

Unfinished Business

1. Contract for Special Services position of Competitive Events Coordinator High School and Middle Level held by Tracey Celaya. Contract was updated by Missey Goodman with input from Julie Ellis, and Jens Eltze. Currently Regional Conferences are scheduled to be in person with possible modifications if circumstances require these to switch to virtual. The contract includes an adjustment in pay if a conference becomes virtual. Gregg Pelka moved to accept the contract as explained and Laurie Urich seconded the motion. Motion passed.
2. Corporate Bylaws – Two different copies (7/13/13 & 9/13/17) of bylaws were being used for changes and discussion. 1.2 needs grammar changes, 3.1 needs to add Julie Ellis, CTSO state director, change number to 26 persons, 3.4 State Advisor and State Chair add bullet, 3.5 delete. After discussion through 3.5 Julie Ellis moved to table the Corporate Bylaws update until the November meeting Prior to then, Missey Goodman, Mike Manion, and Julie Ellis will combine and update previous two versions of bylaws. Laurie Urich seconded the motion. Motion passed.

New Business

1. Vice Chair – Jens Eltze pointed out the Vice Chair position was an elected position. He asked for nominations. Laurie Urich was nominated. Julie Ellis motioned and Debbie Cross seconded Laurie Urich to be the 2020-2021 Vice Chair or Board Elect-Chair. Motion passed.

Board Member Introductions – All members introduced themselves with a brief mention of the company or school in which they work.

2. PBL Program of Work – Josephine Vidal presented the Program of Work detailing the four main goals which related to membership recruitment, chapter recruitment, chapter development, and communication. Julie Ellis suggested one source of recruitment for potential members and chapters could possibly come from the FBLA Alumni Association that Missey Goodman is beginning within FBLA. Donald Sheldon of Metro Tech and Gaspar Mata of Year Up offered to have a PBL representative work with them and talk to FBLA seniors about continuing their membership in PBL.

3. PBL Budget – Mike Manion shared information regarding the 2020-21 budget. The budget is smaller than 19-20 due to the fact they are having everything online for the year starting with the Fall Conference in which they are hoping to have 45 students attend. The State Leadership Conference will also be virtual which cuts down on costs. PBL is financially set with approximately \$13,000 in checking and savings. PBL is hoping they can stabilize and get members back. Debbie Cross motioned to pass the PBL POW and Budget with Gregg Pelka seconding it. The motion passed.

4. FBLA Program of Work for the State Officers – FBLA president, Alan Serrano gave a presentation on the Program of Work for 2020-21. The four areas he spoke about included: State Councils in which responsibilities and guidelines were addressed, Sponsorships where Alan talked about contact, collect, and raise money, Member Engagement, which included the social media series and leadership training sessions, and Chapter Resources that includes webinars, newsletters, and toolkits. Laurie Urich motioned to pass the FBLA POW with Gregg Pelka seconding it. Motion passed.

5. The board chair, Jens Eltze suggested a 5-minute break with a return time of 10:47 a.m. Yvette Garcia motioned to take a break and Julie Ellis seconded it. Motion passed.

6. Membership Reconstruction – Julie Ellis explained the FBLA National membership procedure which Arizona has been asked to pilot. This will be a one-year trial in which National FBLA will pay no more than \$7000 and Arizona will pay no more than \$7000. This will be a one-time only fee. In the past Tri Leadership

was used for financial services at a cost of \$30,000. The contract with them expired and the ability to pilot a program with National FBLA at a less expensive cost is beneficial for both parties. Gregg Pelka moved to approve a system with FBLA National to set up membership with a 1-year commitment of no more than \$7000 which is a one time only cost. Debbie Cross seconded the motion. Motion passed.

7. FBLA Budget – Presentation was given by Missey Goodman on finances and budget for July 1, 2020 through June 30, 2021. Missey explained that sponsorship money received for the 2020 State conference was either refunded, moved to the scholarship fund with permission, or carried over to this year's sponsorship money. The coding has been messed up for a while so Missey Goodman and Julie Ellis worked with Tri to clean this up so the finances will be clean from here on out. The A/R Aging Detail is down to \$3367 remaining. All advisors have been contacted as well as the CTE directors in each case, so each school/district is aware of what is still owed. Prescott will not be able to register for anything FBLA related until the debt has been paid. The other possible change could be the Spring Regionals which are budgeted to be in person so if they become virtual amounts will need to be adjusted. A question came up regarding the income for High School state dues and the why some were \$9, and some were \$15. Julie Ellis explained that numbers are based on a sliding scale which is based on the number of members each chapter registers. New on the budget this year was \$1000 for Alumni Development which could be used for a team building get together. There was a motion by Tamera Melton to approve the FBLA budget and finances as proposed with Laurie Urich seconding the motion. The motion passed.

8. Sponsorship Goals for board – Missey Goodman challenged each board member to donate at least \$175 which would sponsor 1 competitive event at SLC. The deadline is February and the money needs to be sent to FBLA Arizona Financial Services, PO Box 1440, Owasso, OK 74055. Missey spoke about the Sponsorship Levels and the name changes to each level. Yvette Perez suggest that the names stay Gold, Silver, Bronze, Platinum because that is more conducive to business and industry understanding the levels of each donation tier. Jens Elitze agreed with Yvette and Missey stated she would explain to the officers the reasoning behind returning to the Gold, Silver, Bronze, Platinum tiers.

9. Fall Conferences – Missey Goodman and Julie Ellis spoke about the Fall Leadership Experience (FLE) which is a combined effort with five other CTSO's in

Arizona that enables teachers and advisors that have registered to utilize the videos or prerecorded sessions covering employability skills, professional skills, motivational speakers, and industry specialists to just name a few areas covered. Missey stated there are 40 professional speakers with specific topics related to various state standards. Yvette Gomez asked if it was possible for industry specialists instead of creating an interactive video if a live event could be used. Julie Ellis stated that information regarding virtual or live guest speaking opportunities will be placed on a form so the teacher and industry individual can connect and communicate about specific topics needed in the teacher's classroom. Each CTSO will decide if and which speaker videos they would like to use then will pay FBLA for these. The speaker videos are \$750 each which FBLA will pay upfront then get reimbursed by other CTSO's. The videos will become the property of FBLA. Debbie Cross made a motion to fund FLE no more than \$30,000 for speaker videos then bill other CTSOs for usage of videos. Tammy Melton seconded it. The motion passed. Julie Ellis surmised the amount needed to be \$45,000 so Laurie Urich made a motion to strike \$30,000 and change to \$45,000. Donald Sheldon seconded it. The amended amount passed.

Next Meeting – November 7, 2020

Adjournment – 12:17 p.m.