



**Minutes from Saturday September 20, 2003 ABEA Executive Board Meeting  
Room 425 Arizona State University, Tempe, AZ**

☛ President Dr. Janet Gandy called the meeting to order at 10:00 AM. Members in attendance:

Cannel, Nori	Gryder, Robert	Lopeman, Linda	Temper, Damita
Crumrine, Sue	Hernandez, Abel	Madsen, Cherrill	Thompson, Rochelle
Gandy, Janet	Jones, Willie	Powers, Sally	
Green, Kathy	Liebelt-Garcia, Chris	Renner, Barbara	

☛ Secretary Abel Hernandez did not have copies of the minutes from the July Board meeting available for all members. Secretary Hernandez, reported contacting former Secretary Thomas Vaughan for the minutes of the Annual Business meeting held May 3. He did not receive minutes from former Secretary Vaughan. President Gandy requested Past-president, Willie Jones, reconstruct the minutes of the May 3 meeting and submit to the President for vote by the Board via the Internet. These minutes need to be approved so that Treasurer Renner can create signature authority with the financial institutions where the association funds are invested.

☛ Treasurer Barbara Renner submitted the Treasurer's report. A motion was made and seconded to approve the Treasurer's report. Motion passed. Treasurer Renner asked Rochelle Thompson to present the 2002-2003 Accountants' Compilation Report prepared by Thompson and Rose, PLLC. The report was presented and a motion was made and seconded to accept the report. Motion passed. This report is on file with the Treasurer.

☛ President Gandy instructed Secretary Hernandez to write a letter of appreciation to Thompson and Rose for their work on the report.

☛ Past-President Willie Jones reported for the Strategic Planning Committee. The committee discussed the specifics of the WBITE Conference for 2008. Past-President Jones stated that ABEA did not have to bid for the conference for 2008 since for all intents and purposes WBITE had already selected ABEA to host the conference unless we notified them that we did not wish to do so. As a member of the Strategic Planning Committee, President Gandy reported receiving 15 proposals to the request for proposal which was distributed to Arizona convention properties. The Board will discuss and need to approve whatever action the Strategic Planning Committee suggests insofar as selecting a site to host the event. The ABEA proposal will need to be submitted to the WBITE Executive Board before the February WBITE Conference.

Past-President Jones informed the Board Mr. Kris Sheets would consider serving as Conference Committee chair if the Board made this appointment. Past President Jones then talked about ABEA possibly paying Kris Sheets his travel expenses so he can travel to various conferences that directly impact ABEA such as WBITE conferences and NBEA conferences as well. The question was posed as to whether we need someone to represent us at these conferences – Mr.



Sheets said he would be willing to represent us but we would have to provide some funding for him in order for him to provide the representation adequately. The Board voted to offer the appointment to Kris Sheets as 2008 WBITE Conference President Gandy will inform Mr. Sheets to determine if he will accept the appointment. Past-President Jones then presented his "Reports for September 30, 2003 Board meeting. The first meeting he attended was the ACTE<sub>AZ</sub> meeting on 09/12/03 and 09/13/03 in Prescott. The discussion focused on ACTE<sub>AZ</sub> its affiliates through mentoring and leadership workshops.

The other meeting Past-President Jones attended was the Arizona Business Education Advisory Council (ABEAC) meeting hosted by DeVry on September 17. The goals of focus of ABEAC were stated 1) update of business education curriculum, 2) increased business representation on council, 3) expand business teacher professional development, 4) FBLA/PBL, 5) council outreach, and 6) scholarships.

☛ President Gandy presented her President's Report for the period of July-September 2003. The main points in

President Gandy's report were as follows:

- ① Provide guidance and direction to Board members
- ② Coordinate and conduct Board meetings
- ③ Communicate with affiliates – NBEA/WBITE/ACTE<sub>AZ</sub>
- ④ Make appointments/recommendations
- ⑤ Serve on committees
- ⑥ Membership services
- ⑦ Mailed sympathy card from ABEA to Lloyd Bartholome's widow

☛ Historian Chris Liebelt-Garcia discussed her work since the Board's last meeting. She stated she plans on continuing to create a scrapbook and a display that will include past and current scrapbooks. She mentioned that her expenses for photography materials should not run more than \$200. She has forwarded pictures to the newsletter editor. President Gandy requested Mrs. Garcia send a photo of the Board to the membership director at NBEA who requested it.

☛ Northern Secondary Representative Linda Simmons was not present but her report, was submitted to the Board. Representative Simmons mentioned that she hoped her first workshop should be ready for presentation by next spring. She is planning with Middle School/Jr. High Rep, Linda Lopeman, to conduct their workshops together.

☛ Rochelle Thompson, Southern Secondary Representative, reviewed her work for the Board since the last meeting. She mentioned that an e-mail was sent out to all ABEA members asking for volunteers to serve as liaisons to help determine the wants and needs of the business educators in each school district. She said as of today she has yet to receive one response. Since this process did not generate the expected results, Representative Thompson will now mail



a letter to each member in her region that will include the ABEA survey presented by President Gandy. She will inform the Board of the responses during our next meeting.

- Post Secondary Representative Kathy Green said she would continue to focus on working to recruit new members.
  
- Bob Shaw, Webmaster, was not present. Willie Jones reported our Webmaster will start putting information on the ABEA web page. Past-President Jones said he has some information for Webmaster Shaw that might help in making our website more attractive and efficient. The website membership form needs to be corrected to show that Barbara Renner is the new Treasurer and not Debbie Cross. Everyone is encouraged to visit the website and provide feedback on what other information needs to be presented.
  
- Newsletter Editor Sue Crumrine handed out a Newsletter Report concerning a) What is Up and Running, b) What is New, and Fall Newsletter Plans. If Board members wish to submit articles to the newsletter they must be submitted by 10/01/03; these articles should be regarding current events. The Board members were asked whether they wanted business cards for the office they hold on the ABEA Board. Ms. Crumrine indicated she could have these done relatively inexpensively if there was an interest in doing them. She said she would do some shopping to see how much the paper would cost to print these cards.
  
- Membership Director Damita Temper discussed the most recent membership roster sent out to Board members. She said she could send out roster information to any Board member interested if they just e-mail her asking for that information. She reported there are currently 113 + ABEA members.
  
- Legislative Committee Chair Sally Powers encouraged everyone to attend the Arizona Legislative Policy Seminar “Shape the Future” which is going to be held February 7-9, 2004 at the Hilton Garden Inn in Phoenix. Participants will be trained as advocates and meet with Arizona politicians. Powers also suggested ABEA promote applicants in the ACTEAZ Fellow Program. More information on this leadership program is available from Sally and on the ACTEAZ web page.
  
- 2004 Summer Conference Chair Nori Cannell reported her committee’s progress in the planning for next year’s summer conference. She asked for theme ideas from the members as well as suggestions for speakers. Chair Cannell went on to say she believes the \$1,000 budgeted for the conference is about \$200 short and requested the Board budget her the additional \$200?

The Board will consider this when discussing the budget for 2003-04.

- Shirley Eittreim, Scholarship Committee Chair, was not present but her report was distributed to Board members. In it, she discusses three issues relating to the ABEA scholarship: a) change



in criteria for determining eligibility, b) award three \$500.00 scholarships instead of two \$600.00 ones, and finally, c) information on the scholarship will be mailed out in December instead of February to give everyone time to apply and to be invited to the ABEA Spring Conference. Chair Eittriem reported there is currently \$5,208.00 in the L. L. Via scholarship fund which might allow the Board to award more than \$208 to the award recipient. She also asked for a Board member to be a representative on the award committee. It was determined that the Board would ask Chair Eittriem what the current criteria for the scholarships are so the Board can make a better informed decision. This needs to be addressed during the Board's next scheduled meeting.

☛ State Supervisor of Business Education Dr. Janet Gandy distributed her report updating the Board on issues at the Arizona Department of Education impacting Business Education.

- permanent secondary CTE teacher certification rules will be in effect October 22, 2003
- access is available to ADE business teacher database at: [www.ade.az.gov/cte/ctedir](http://www.ade.az.gov/cte/ctedir)
- Susan Sclafani nominated to lead Office of Vocational and Adult Education
- ABEAC selected Dennis Faggioni as new chair
- October 8 FBLA conference @ Florence High School
- accounting curriculum is being updated – accounting teachers and accounting professionals to volunteer for the design team are being requested.
- Business Education website being updated at: <http://www.ade.az.gov/cte/businesseducation>
- CTE Program Performance Snapshot discussed
- what is a highly qualified teacher? – CTE teachers exempt
- Secondary and Technical Education Excellence Act is proposed to replace Carl Perkins
- roadmap to the future of CTE is the name of the Department of Education's initiative directed at studying CTE in AZ. A stakeholder group has been appointed by State Director Milt Ericksen to study the recommendations for change. Business education is being represented by ABEA. Patti Beltram, ABEA member has been appointed to the stakeholder group.

☛ President Gandy presented the results of the survey of ABEA members conducted by Patti Beltram on the recommendations in the Roadmap report.

☛ Old Business – The resignation of Thomas Vaughan from the position of President-elect created a vacancy in this Board position. A motion was made and seconded to appoint Damita Temper to fill this position as President-elect. Motion passed. The appointment of Damita created a vacancy in the Board position of Membership Director formerly held by Damita. A motion was made and seconded to appoint Linda Simmons as the Membership Director. Motion passed. Sue Crumrine agreed to recommend the appointment of a Northern Regional representative to replace Linda Simmons as Northern Secondary Representative.

☛ Old Business – since the Treasurer's position is for two years the Board needs to find someone to act the Treasurer Trainee. In addition, the Board needs to find someone to serve as the



Conference director trainee. These two issues will be pursued further during the Board's next meeting.

☛ Old Business – the Articles of Incorporation have been filed with the Corporation Commission and have been accepted. The Secretary will now have the Articles published.

☛ Old Business – the 2003-04 budget was revised line item by line item to reflect the most current numbers regarding income and expenses. Treasurer, Renner, will prepare copies of the revised budget and present it at the next scheduled meeting.

☛ New Business – A motion was made and seconded to approve the revised budget. Motion passed.

☛ New Business – A motion was made and seconded to donate \$75 to the American Red Cross in memory of Lloyd Barthalemue. Motion passed.

☛ New Business – A motion was made and seconded to donate \$150 to the Winslow FBLA Chapter for their support with the ABEA newsletter and Journal. Motion passed.

☛ Schedule of Board Meetings for the Year.

November 15, 2003.

February 28, 2004.

April 28, 2004.

☛ Meeting adjourned at 2:30 PM.