

ARIZONA BUSINESS EDUCATION ASSOCIATION
January Business Meeting
DRAFT
January 23, 2010
Sheraton Airport Hotel Conference Center
Phoenix, Arizona

President Brent Sebold called the meeting to order at 10:30 a.m.

Attendance:

Brent Sebold.....	President.....	Present
Vacant.....	President-Elect.....	Not Present
Chris Liebelt-Garcia.....	Past-President.....	Present
Pete Manigold.....	Secretary.....	Present
Martha Rada.....	Treasurer.....	Not Present
Vacant.....	Treasurer-Elect.....	Not Present
Jaci Jones.....	Membership Chair.....	Present
Vacant.....	Web Master.....	Not Present
Kristin Williams.....	Co-Newsletter Editor.....	Not Present
Pete Manigold.....	Co-Newsletter Editor.....	Present
Allyson Hill.....	Historian.....	Not Present
Jennifer Bishop.....	Northern Secondary Representative.....	Not Present
Eleanor Rankin.....	Southern Secondary Representative.....	Not Present
Cheri Compton.....	Central Secondary Representative.....	Present
Brenda Maynard.....	Co-Post Secondary Representative.....	Present
Jason Bronowitz.....	Co-Post Secondary Representative.....	Present
Anne Wisener.....	Conference Chair.....	Not Present
Susan Leon.....	Awards Chair.....	Present
Wayne Young.....	Scholarship Committee Chair.....	Present
Dr. Robert Gryder.....	Editor, ABEA Journal.....	Present
Kelly Madison.....	Associate Editor, ABEA Journal.....	Not Present
Eleanor Rankin.....	State Technical Assessment Stakeholder.....	Not Present
Ryan Hamilton.....	ACTEAZ Board of Directors.....	Present
Brent Sebold.....	AZ Business Ed. Advisory Council.....	Present
Chris Liebelt-Garcia.....	ACTEAZ Summer Conference.....	Present
Shea Padilla.....	State Supervisor, ADOE Representative.....	Present
Kris Sheets.....	WBEA Representative.....	Present
Dr. Janet Gandy.....	ABEA Board Consultant.....	Present

Approval of Minutes:

Copies of the minutes from the winter business meeting were distributed to the attendees. After reviewing the minutes, the following changes were requested by the board members:

Dr. Gandy stated that Kris Sheets made the following statement during the previous meeting "Dr. Gandy stated that the shifting in check signing being transferred to Martha Rada needs to be of concern and the board should look into the issue." Kris Sheets requested line 18 in the treasurer's report be changed from "Kris said that WBEA wants us to do an audit, but they agreed a review would suffice." to "Kris said that NBEA wants WBEA to do an audit, but that a review would suffice." Kris Sheets requested that "WBEA will offer a CPA that is not related to the board for pro bono." be removed from the minutes. Dr. Gandy stated that sentence three of the awards chair report should state "Teacher awards vary each year based upon vendor solicitation." Brent Sebold

asked that item F of Old Business be changed to state "Allyson Hill will head up the silent auction item collection process with Brent Sebold aiding." Dr. Gryder requested his statement from the previous meeting be added "Dr. Gryder recommended the Superintendent of the Phoenix Union High School District as a keynote speaker for the 2010 ABEA Spring Conference."

MOTION: Chris Liebelt-Garcia made a motion to amend the minutes with the changes outlined in the approval of minutes section. Brenda Maynard seconded the motion. Motion carried and minutes accepted.

Old Business:

1. Brent Sebold reported that the board has vacancies for the following positions: President-Elect, Treasurer-Elect, Webmaster and Middle/Jr. High School Representative. Brent Sebold stated that these positions need to be filled and that any board member with voting power may nominate individuals for the positions.

a. Brent Sebold called for nominations for the position of President Elect.

MOTION: Jason Bronowitz nominated Barbara Renner for President Elect. No other nominations were brought forth. Jaci Jones seconded the motion. Motion carried by unanimous majority.

b. Brent Sebold called for nominations for the position of Treasurer Elect.

MOTION: Jaci Jones nominated Cheri Compton for Treasurer Elect. No other nominations were brought forth. Jason Bronowitz seconded the motion. Motion carried by unanimous majority.

c. Brent Sebold asked for feedback from the board on the current web master position and if it should be changed. Brent mentioned the position might be best served through an ABEA liaison and the design and hosting be outsourced. Barbara Renner mentioned the ABEA by-laws may need to be changed. Brent Sebold distributed two quotes from Web design consultants that could be used to redesign the ABEA Web site. The board discussed multiple options for the web master position and the future of the ABEA web site. Brent said the board needs to identify preferred functions and features of the ABEA Web site before serious quotes can be obtained. Brent Sebold will set up a Google docs link where the web site features can be discussed. The link will be emailed to board members and a call for proposals can be made at the next board meeting. Brent Sebold called for nominations for the position of Web Master.

MOTION: Cheri Compton motioned for Jason Bronowitz to serve as interim web master. Jaci Jones seconded the motion. No other nominations were brought forth. Motion carried by unanimous majority.

d. Brent Sebold called for nominations for the position of Middle/Jr. High School Representative.

MOTION: Chris Liebelt-Garcia nominated Susan Leon as the Middle/Jr. High School Representative. Jason Bronowitz seconded the motion. No other nominations were brought forth. Vote carried by unanimous majority.

2. Treasurer's Report: Barbara Renner reported that Martha Rada had surgery to remove a tumor from her brain and is now undergoing chemotherapy. Please give Martha Rada your best. Barbara Renner handed out the treasurer's report. Currently the National Bank of Arizona checking account has a balance of \$4,610.39 and the National Bank of Arizona money market account has a balance of \$11,701.12. Currently the Wells Fargo money market fund has a balance of \$9,402.32. ABEA currently holds \$25,713.83 in total assets. Barbara Renner reported that Wells Fargo is charging ABEA \$85 per year to manage the money market account. Barbara Renner will call Wells Fargo and ask if the \$85 fee can be waived or if ABEA can change the money market account to another that does not have a fee attached. Brent Sebold will follow up with Lisa Jackson regarding a review of the books for ABEA. This review is necessary with the change in treasurers (Gary Cox to Cheri Compton).

3. Membership Report: Jaci Jones provided a list of board members that have lapsed NBEA memberships and asked that they follow up to renew their NBEA memberships. Jaci Jones reported that ABEA currently has 68 paid members and 23 retired members. Jaci reported that currently 82 NBEA members reside in Arizona and 62 of those members are not ABEA members. Dr. Gandy recommended gathering data on the total number of business education teachers in Arizona to analyze the potential for ABEA membership. Dr. Gryder has been a member of ABEA for 52 years. Jaci Jones reported that currently no students are registered as members of ABEA. Jason Bronowitz stated he will attempt to recruit ASU students registered for classes he teaches in the upcoming Spring 2010 semester.

4. Newsletter Editor Report: Pete Manigold reported that he has not received any articles for the newsletter. Brent Sebold asked that all newsletter articles and any information that needs to be included be submitted to Pete by 5:00pm on February 1, 2010. Dr. Gandy agreed to submit an article regarding the recent passing of Marcos De Niza department chair Brian Tracey. Chris Liebelt-Garcia agreed to help put together the mailing of the newsletter. Jaci Jones agreed to submit a registration piece for the newsletter. Barbara Renner and Chris Liebelt-Garcia agreed to submit an article on the credit program at Metro Tech High School. A promotion piece for the 2010 Spring Conference needs to be drafted and sent to Pete. Brent Sebold gave Pete Manigold a newsletter completion date of February 10, 2010. Pete Manigold stated the newsletter would be ready to mail so members receive the newsletter by February 15, 2010.

5. Post-Secondary Representative Report: Brenda Maynard reported that she is working on a post secondary survey. Brenda will promote the 2010 Spring Conference as in past years. Jason Bronowitz reported he has about 250 entrepreneurship students registered for his classes at ASU and he will promote the 2010 Spring Conference with these students. Jason Bronowitz stated that business school professors could be possible speakers at the 2010 ABEA Spring Conference.

6. Awards Chair Report: Susan Leon distributed a rough draft of a letter she created that would be sent to business teachers regarding nominations for awards. The board decided that all award nominations for the 2010 Spring Conference should be postmarked by March 15, 2010.

MOTION: Brenda Maynard motioned to add the business person or business organization of the year to the awards given at the 2010 Spring Conference. Jaci Jones seconded the motion. Motion passed.

Wayne Young stated that ABEA award winners receive a complimentary lunch at the closing ceremony when they receive their award but the conference registration is not paid for by ABEA. The board discussed whether people nominated for ABEA awards must be an ABEA member or the nominator must be a member of ABEA.

MOTION: Jason Bronowitz motioned to be eligible to nominate individuals for an ABEA award the nominator must be a paid member of ABEA, but the individual being nominated for the award does not have to be a paid member of ABEA. Brenda Maynard seconded the motion. Motion passed.

The board also discussed whether an individual receiving an ABEA award should be given complimentary conference registration and ABEA membership.

MOTION: Jason Bronowitz motioned that ABEA award winners be given complimentary conference registration and membership with ABEA for one year. Cheri Compton seconded the motion. Motion passed.

7. Scholarship Committee Chair Report: Wayne Young explained the L.L. Vie Scholarship and its history. Wayne distributed a report by the L.L. Vie Scholarship Committee. The scholarship committee requested the ABEA board increase the L.L. Vie Scholarship allocation to \$700.00 per year because tuition costs have increased steadily over the past five years. Brent Sebold asked for Dr. Gandy's opinion on the matter. Dr. Gandy agreed that tuition costs are increasing and that \$500.00 might be too light of a contribution since Maricopa Community Colleges reported the cost of tuition for one year is about \$2,800.00. Barbara Renner stated that ABEA has an opportunity to showcase these scholarship winners.

MOTION: Cheri Compton motioned to increase the ABEA contribution to the L.L. Vie Scholarship from \$200.00 to \$700.00 for the 2010 ABEA Spring Conference, that the L.L. Vie award winner provide a picture and biography for the ABEA Web site and the winner must be present at the 2010 Spring Conference to receive the award. Chris Liebelt-Garcia seconded the motion. Motion passed.

MOTION: Jason Bronowitz motioned to raise the ABEA award for New Business Teacher of the Year from \$500.00 to \$1000.00. Cheri Compton seconded the motion. Motion passed.

8. ABEA Journal Editor Report: The journal is now available online.
9. NBEA and WBEA: Please promote respective conference and scholarship opportunities as needed.
10. 2010 ABEA Spring Conference: Brent Sebold gave board members a homework assignment to read the spring conference action items from the distributed meeting agenda and join Tuesday's conference call with suggestions. Brent reported the conference will not be held at Rio Salado and that Anne Wisener is moving quickly to lock down a location so registration materials can be produced. Ryan Hamilton agreed to donate 100 bags and 100 folders for the 2010 ABEA Spring Conference. Anne Wisener is looking for workshop ideas and possible workshop presenters. Please contact her with any suggestions.
11. 2010 WBEA Conference: The conference is being held in Reno, Nevada. 40-45 hospitality items will be needed from ABEA to be donated for all WBEA Board Members and guests. Brenda Maynard agreed to call the Arizona Tourism for donations. Please offer ideas or donated items to Brent Sebold. ABEA is responsible for donating a silent auction item usually in the amount of \$50-\$75. The money raised through the silent auction goes to the WBEA PDI scholarship fund.

MOTION: Chris Liebelt-Garcia motioned to allocate \$150.00 from ABEA to Brent Sebold for purchasing hospitality items and silent auction items for the 2010 WBEA conference. Jaci Jones seconded the motion. Motion passed.

12. The 2009-2010 Business Education Mid-Year Forum is cancelled for this year only. The forum is expected to be back in the 2010-2011 year.

New Business:

Brent appointed Wayne Young as parliamentarian for the 2010 ABEA Spring Board Meeting.

1. The ABEA letterhead was distributed to board members for review. Please come forward with any suggestions for changes.

2. A weekly conference call will be held every Tuesday from 3:00pm to 4:00pm. The conference call meetings will provide a frequent forum for those who are working collaboratively on ABEA initiatives. All board members are welcome to join the meeting on an "as needed" or "as available" basis. The dial in number is 480-727-8874 and will accommodate up to 6 lines. Please buddy-up if you are at the same location as another board member. Please contact Brent Sebold at 480-353-8132 if you have any trouble connecting to the conference call.

3. The 2010 NBEA Convention will be held in San Diego, California from March 30 through April 3, 2010. An item is needed to be donated from ABEA with a value of at least \$75.00. The board discussed possible options for a donated item. Brent Sebold asked Kris Sheets to represent ABEA at the silent auction.

- MOTION:** Chris Liebelt-Garcia motioned for ABEA to allocate \$100 to Kris Sheets for purchasing a silent auction item for the 2010 NBEA convention. Jason Bronowitz seconded the motion. Motion passed.

4. 2010 ACTE Summer Conference update: Book your hotel rooms now as they go fast and are now available.

5. Ryan Hamilton distributed standards for a new program to be released called Business Operations Support and Assistant Services.

6. All additional agenda items were tabled for the next meeting.

Brent Sebold adjourned the meeting at 2:49pm.

Respectfully submitted by,
Pete Manigold
ABEA Secretary