

Oregon Association of School Business Officials
Board Meeting
September 25, 2015

COSA Board Room – Salem, Oregon

Pat Baldini called the meeting to order at 9:09 am.

Pat requested a change to the agenda. She wanted to remove the financial agenda item as there is not anything of significance to report or discuss since the last report in July. She requested the addition of a report from Scott Florsheim on the business partner meeting that occurred earlier in September.

The board reviewed the minutes from the July 2015 board meeting. Nate Roedel motioned to approve the minutes as submitted. Susan seconded the motion. There was no further discussion and the motion passed unanimously.

Pat asked Scott to report on the first business partner meeting. He reported that the group had a good discussion about what is of interest to business partners as they try to connect and participate with OASBO. An item discussed at the meeting was the possibility of bringing back the individual sponsorships for items like bags, portfolios, and meals. The board indicated an interest in pursuing whether those types of sponsorships are possible now by asking the ethics commission for an opinion as part of the recommendation and structure development.

Pat reviewed the evaluations from summer conference. She reviewed the exhibit and business partner evaluations and then the attendee evaluations.

Chris Panike joined the meeting via conference call at 10:00 am.

Pat asked Angie to walk through the evaluations from NBMI attendees that were completed after the summer conference session. The evaluations were very good overall. Comments from the board related to evaluating the completion rate of the program.

Sherry asked about marketing NBMI and recommended reaching out to the ESD organized superintendent groups to deliver information about NBMI. It would allow superintendents to consider adding the participation requirement or program completion in the hiring process and requirements for their districts.

Pat asked that the discussion about the board goals be tabled for November when goal planning would be a focus.

Pat asked Angie to talk about the fall workshop agenda and the progress of the agenda development. The board identified the topics they wanted include at the July meeting. The board considered if there were any other hot topics that have come up since the July board meeting. Some additional updates may be included in the ODE section of the agenda to update the membership about the new sick leave requirements and ELL changes.

Pat opened up review of the executive director evaluation results and asked Angie to leave the meeting. Angie left at 11:15 am. The board reviewed, individually, the results of the evaluation

for about 5 minutes. Pat opened discussion about the results and indicated only a few questions needed discussion as most areas were rated three's or above. Only those questions where a two or below existed was discussed.

Questions # 1, 7, 11 and 14 all need specific discussions as some of the ratings were rated at a 2 or "nearly meets". Below are the specific directions the board would like to take as a result of issues that may exist.

- Item #1: The board identified they would like more/better communication in between board meetings and in preparation for board meetings. Pat asked the board to identify specific types of communications they would request. Ideas: having a conference call two weeks before a meeting between the president, executive director and/or executive committee to make sure the agenda and arrangements are set and ready for the board, future agenda topics is a standard agenda item at the end of the meeting.
- Item #7: The issue seems to be with timeliness of reports to the treasurer. But could not be confirmed as the Treasurer was not present to offer an opinion. The board brainstormed ideas to assist the executive director in better meeting the directive. The board recognized the time involved and the available FTE and proposed a change in their expectations to allow more time for other association business. Consider providing reports quarterly rather than monthly to the Treasurer.
- Item #11: Zone directors would like more guidance and understanding of job expectations, tasks and how to accomplish the tasks. The board suggested including the committee chairs in this discussion. A more complete introduction and training for newbies through handbooks, hands-on training or other methods should be developed by staff.
- Item #14: Connected to the previous issue for #11. Better communication to include standard training for all incoming board members.

The board was pleased with the evaluation coming out overall very positive. They indicated all things considered and given the limits of a .25 FTE, they are very pleased with the executive director's performance.

Pat adjourned the meeting at 11:50 am.