

Oregon Association of School Business Officials Board Meeting



Minutes

Monday, July 24, 2017 – Tuesday, July 25, 2017

The Riverhouse | Bend, Oregon

Executive Committee Meeting | 7/24/17 - 12:00 pm – 2:00 pm

Michelle called the Executive Committee meeting to order at 12:40 pm.

In attendance was Michelle Morrison, Pat Baldini, Linda Murray, Tami Montague, Josie Hummert, and Angie Peterman.

The executive committee reviewed the script and assignments for the Summer Conference board activities.

Michelle adjourned the Executive Committee meeting at 1:55 pm.

Full Board Meeting | 7/24/17 - 2:00 – 5:00 pm / 7/25/17 - 8:00 am – 2:00 pm

Michelle called the meeting of the full board of directors to order at 2:25 pm on Monday, July 24.

In attendance was Michelle Morrison, Pat Baldini, Nate Roedel, Angie Peterman, Alea Renner, Sherry Ely, Christina Weinard, Karla Averett, Linda Darling, Linda Murray, Josie Hummert, and Tami Montague.

Michelle asked the board to review the minutes of the January 26, 2017 and May 16, 2017. Linda Darling moved to accept the minutes as presented. Sherry seconded. There was no other discussion. The motion passed unanimously.

Angie reviewed the financials with the board.

Linda reviewed the audit committee report. The committee met in June to review. She indicated there were improvements from the previous year. She indicated the committee had three recommendations. One, be sure that the Treasurer reviews the monthly/quarterly financials on a more regular basis; two, committee and board meeting minutes and agendas are posted in a timely manner; and three, discuss the development of an investment policy that aligns with appropriate non-profit association management guidelines.

Tami reviewed the summer conference schedule and briefly discussed the script.

Pat discussed the ballot for Treasurer and that Nate Roedel agreed to run. Nominations will be accepted from the floor during the business meeting and a ballot will be prepared in the event there is an additional nominee. If there are no additional nominees, Pat will ask for a vote by show of hands.

Michelle opened discussion about the Outstanding Service Award. The board received three nominations and reviewed them. They chose a recipient to be awarded during a general session.

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The board reviewed the applications for associate member representative to the OASBO board. They selected a candidate and asked Angie to contact all of the applicants to let them know the boards choice.

Michelle recessed the meeting at 4:55 pm.

Michelle called the meeting to back to order at 8:20 am.

Angie reviewed the Committee Handbook that exists but has not been updated since 2015. She specifically talked about the makeup of the associate membership committee. She suggested possible structures of the committee such as finding a school member to chair the committee or structuring the associate member position on the board to also include chairing the committee.

The board liked the idea of associate member rep to be the chair of the associate membership committee. They decided that it should be a joint committee between associate members and general members and the opportunity to participate will be announced during a general session at conference.

Angie updated the board on the NBMI program. She indicated two states would be starting cohorts this year to pilot how well the curriculum will translate in other states. This is the testing phase for learning about what will work for possible future licensing of the program.

She spoke to the timeline of NBMI and development of a leadership module that would be the final module in year three. She indicated she would be bringing more information to the board once she and Claire have an opportunity to write and clarify the structure. Additionally, work is progressing on tying the OASBO certification program, NBMI, and ASBO International's SFO certification together.

Nate thanked Angie, Claire, and Vicki for all of the work and time spent developing NBMI program and continuing the program.

The board discussed ASBO International Meeting scholarships. Nine scholarships for \$2,000 each was budgeted for 2017. Angie indicated the Denver location is less expensive to travel to and asked if the board if they would like to maintain the original amount or lower the scholarship amount to be able to offer more scholarships. The board determined they would like to offer 10 scholarships at \$1,750 each instead.

Michelle did a short team building exercise.

Angie discussed the status of the partnership program. She indicated we have one collaborative partner, four premier partners, and six elite partners.

Angie presented a strategic plan update via letter in the packet. She discussed needs of the NBMI program to grow including instructors and a program coordinator.

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Angie asked Zhai Logan to teach the facilities module and developed a model agreement that would provide compensation to instructors. Angie asked the board to review the agreement and indicate whether they support the model. The board was in support of the agreement and contracting with Zhai.

The board indicated desire to not change the strategic plan by adding anything until items are complete so that pressure is not added to an already full task list.

Angie indicated that she has committed to Scio SD to provide .20 through December. She asked the board to consider or think about their desire related to FTE for the executive director.

Tami requested some information at the September meeting related to the budget and FTE so that more long term thought goes into the budget discussion that has typically started in November.

Angie discussed the Fall Workshop arrangements and asked the board to think about arrangements going forward related to space/growth available. She indicated the space available to us through OSBA was limited in both workshop space and hotel rooms. The board would like to poll membership about the fall workshop location and/or timing.

Angie indicated that to proceed with Claire's candidacy for ASBO International Board of Directors she needs support from her state affiliate. Pat moved to endorse Claire's candidacy in 2018. Linda Murray seconded the motion. There was no other discussion. The motion passed unanimously (with much enthusiasm).

Michelle asked if anybody else has anything for the good of the order.

Angie excused Josie from the meeting in order to discuss her request for paid leave time.

Josie will be out of the office for a period of time following surgery and she is asking the Board to grant her ten (10) days of paid leave time. The position Josie holds is part-time and as such has not been granted paid leave time historically. Following discussion, Nate moved and Karla seconded a motion to grant Josie up to 10 days of paid leave for this particular situation. The motion passed unanimously.

Meeting adjourned at 1:48 pm.

Respectfully submitted,

Josie Hummert
Executive Assistant