

Oregon Association of School Business Officials Board Meeting



Minutes

November 8, 2017

Portland Marriott Downtown Waterfront | 8:00 am – 2:00 pm

Tami called the meeting to order at 8:05 am.

In attendance was Michelle Morrison, Nate Roedel, Alea Renner, Linda Murray, Linda Darling, Tami Montague, Sherry Ely, Lauren MacMillan, Josie Hummert and Angie Peterman.

Linda M motioned to approve the July minutes. Linda D seconded. Motion passed unanimously.

Linda D motioned to approve the October minutes. Linda M seconded. Motion passed unanimously.

Tami shared the executive director evaluation results with the board and gave them a few minutes to review her letter. She opened discussion for feedback and corrections. Nate moved to accept the evaluation as presented. Christina seconded. Motion passed unanimously.

Angie asked the board to review the Fall Workshop agenda. They assigned introductions and tasks.

Tami discussed appointments to committee leadership positions. The only position open is the vice-chair of the legislative committee. Tami appointed Michael Elliott to the position.

Tami opened discussion about the strategic plan and partly the budget as it relates and supports the strategic directions.

Goal 1:

Angie updated the board on activities for this goal. She indicated that OSFMA is interested in helping with the facilities module and she has made contact with others as well.

The board discussed plan objectives as they relate to activities that become part of everyday activities and whether they need to continue to be a board goal. The board felt items that reach that point do not need to be part of the goal.

Lauren suggested that a more robust budgeting module within NBMI be created to include GO Bonding information.

Angie discussed the NBMI individual component recordings related to the individual NBMI modules. Tami suggested the objective be modified to just include research into products and ways to create online individual modules for individual purchase.

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Angie indicated that Washington is in the final stages of an agreement to pilot a small cohort through the NBMI program.

Nate made changes to the document real time and a summary of the changes is below.

Goal 1:

- Objective 1: Remove item B and C. Item D changes to be item B and is modified to read, "Explore media options as a first step to provide online access to participants."
- Objective 2: Modify item A to read, "Develop a process to recruit a quality instructor pool."
- Objective 3: Modify item B to read, "Develop curriculum in sub categories of modules."

Goal 2:

- Objective 1: Objective one is complete. Item D remains as an ongoing annual item and becomes part of the new Objective 1 which reads, "Monitor business partnerships/sponsorship from for effectiveness." Items A and B become "Identify new partners" and "evaluate survey results and data collected from partnership tracking."
- Objective 2: Remains the same.

Goal 3:

- Objective 1 remains the same.
- An Objective 2 was proposed. It reads "Be a resource and mutual partner to ESDs by providing information and support to districts." Items A and B were also proposed as "Leverage existing relationships and communication avenues of ESDs to component districts." And "Manage and maintain professional partnerships and value to ESDs."

Goal 4:

- Objective 1: Only item C was removed.
- Objective 2: Item B was recognized as a duplicate to objective one, item B and was removed. Item D was modified to read, "Establish NBMI bridge-building component similar to ASBO International. Promote info regarding "Emerging Leaders" scholarship program."
- Objective 3: The objective was modified to read "Maintain user-friendly website." Item A was removed.

Linda M motioned to approve the changes to the strategic plan as modified in real-time with the understanding that staff would clean up the document. Linda D seconded the motion. There was no further discussion and the motion passed unanimously.

Angie discussed the financial statement and asked the board to review. Then reviewed the proposed budget document. She highlighted items that were modified.

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Tami recessed the meeting for lunch at 12:05 pm. Tami reconvened the meeting at 12:40 pm.

The board continued discussion about the budget. The board discussed the long view goals of the organization and how that plays with the ending fund balance. The association has about eight months of operating expenses which falls in line with standard non-profit association fund balance best practices.

Sherry motioned to approve budget as presented. Seconded the motion, Linda D. The motion passed unanimously. The board was in consensus that in January after a review of the year end budget status, they would review the ending funding balance and a determination whether any adjustments should be made.

Angie moved discussion to global school network set up with ASBO International. She indicated further discussion has been held and that she is waiting for confirmation and/or a proposal from ASBO International for the final arrangements.

Angie reported on the trip to Cuba she took as a delegate on behalf of ASBO International. She and Claire Hertz traveled to learn about the culture and education system. They met with the department of education, visited schools, and ate lots of great food.

Tami adjourned the meeting at 1:57 pm.

Respectfully submitted,

Josie Hummert
Executive Assistant