

Oregon Association of School Business Officials Board Meeting



Minutes

July 23 – 24, 2018

Riverhouse Conference Center - Bend, Oregon

Executive Committee – 12:00 -2:00 pm, Monday, July 23

Full Board – 2:00 – 5:00 pm, Tuesday, July 23 and 8:00 am – 2:00 pm, Wednesday, July 24

Executive Committee

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

Tami called the executive committee meeting to order at 12:15 pm.

The committee reviewed the script for the conference and worked to update content and determine who would present which parts.

The meeting was recessed at 2:10 pm.

Full Board Meeting

Tami Montague convened the full board meeting to order at 2:15 pm.

In attendance was Christina Weinard, Linda Darling, Marcia Copple, Michelle Morrison, Lauren MacMillan, Nate Roedel, Linda Murray, Tami Montague, Josie Hummert, and Angie Peterman.

Tami asked the board to review the minutes of the May 2018 minutes. Linda Darling moved to approve the minutes as presented. Nate seconded the motion. No discussion. The motion passed unanimously.

Angie noted which documents related to the financial update and which documents will be shared with membership during the annual business meeting. Nate noted David Moore, as the chair of the audit committee, and the committee members completed the audit in one day and that he was pleased with the procedure and how thorough the process is. Angie asked the board to consider whether they wanted to modify the budget to reflect the significant receivable and payable for the Forecast5 agreement.

Tami thanked Angie on the project to bring Forecast5 products to all districts in the state and the work over the last few years to come to agreement between Oregon School Boards Association, OASBO and Forecast5 Analytics.

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Nate reviewed the audit committee letter. He reviewed the items the committee identified as needing work.

Nate motioned to accept the audit letter. Christina seconded the motion. The motion passed unanimously.

Nate will send a note to the committee thanking them for their work and acknowledge that the board accepted the letter.

Angie asked the board to review how the zone meetings went in the spring.

Tami called a break until 3:25 pm.

Angie went through the agreement between Oregon School Boards Association and OASBO regarding the partnership regarding the software package provided by Forecast5 Analytics.

Angie asked the board to consider future plans for conferences and locations as we continue to work to improve professional development offerings for members. The board showed desire to make changes to overall event offerings where it made sense for the type of professional development the membership needed.

The board indicated they would like to send a survey to membership regarding their desire or willingness to move the time and/or location of the fall workshop.

Michelle motioned to recess the meeting until Tuesday at 8:00 am.

Tami reconvened at 8:45 am.

Angie discussed NBMI program updates. She indicated attendance is up for 2018. Alaska ASBO is attending the Summer Conference and Summer NBMI session to see the process and continue to work to implement the program for Alaska as the first pilot program.

Angie asked the board to review the MOU between ASBO International and OASBO for the SFO program. ASBO has created a certificate program for the SFO testing to allow states to certify those staff who do not meet the supervisory requirements to sit for the SFO exam.

Linda Murray motioned, Linda darling seconded motion to move forward with the MOU for joint professional development programs to prepare for SFO exams. Motion passed unanimously.

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Tami asked the board how they felt about scholarships for ASBO International and what the scholarship should be for. The budget is \$18,000. Nate motioned to approve offering 9 scholarships at \$2,000. Linda Murray seconded the motion. The motion passed unanimously.

The board discussed whether there should be any further or different requirements for award of the scholarships other than one scholarship per zone and then 4 at large. One suggestion was to prioritize entries for each zones for those who have not received a scholarship before two or more times. At large are not prioritized necessarily for whether they have won a scholarship or not.

Tami directed the board to review the draft of the executive director evaluation. She asked the board if there were areas that needed improvement in the process or the questions. The board felt the same process and form should be used and that consistency is important in the process.

The board reviewed the strategic plan.

Goal 1: The board created a new objective for the sub-categories and supplemental training opportunities because the opportunity to expand in this direction serves two different audiences.

Goal 2: Objective One, now has ongoing, annual completion dates. The board felt this objective needed to stay in place because while monitoring might be standard practice, the results of the evaluations might require the board to modify the program. Objective two's strategies were modified to have ongoing annual completion dates as the process of review of workshops submissions was incorporated in the work of the professional development committee.

Goal 3: Goal Three was modified slightly with a note to explore how the Forecast5 products could help cultivate a relationship with ESDs.

Goal 4: Objective One was maintained but dates were set to ongoing as the items were all accomplished but it is not yet a matter of business practice. Objective Two remained the same with strategy three moved to completion in 2019 with discussions during budgeting for 2019. The board wants to remove Objective Three regarding maintaining the website as it is a matter of course and the website does not need major refurbishment.

There was no other business.

Tami adjourned the meeting at 1:50 pm.

Respectfully submitted,

Josie Hummert
Executive Assistant