



## **SkillsUSA Kansas Foundation Board of Directors Meeting Minutes November 3, 2017**

Meeting called to order at 10:00 am, by President, Roy Shafer

**Roll Call:** Deb Hargrove presented roll call. A quorum was established with 15 voting members present: Eric Tincher, Peggy Torrens, PJ Reilly, Denver Mishler, Diane Steadham, James Wilson, Alan Beck, Kevin Bronson, Ed Hensley, David Praiswater, James Carmack, Steve Polley, and Roy Schafer, Kent Thomas and Deb Hargrove.

Non-voting members present: Becky Warren, Cassandra Puletapuai, Bruce Fritz, and Travis Riebel

Guest: Kelli Byrne and Marty Warren,

**Approval of Minutes:** Deb Hargrove presented the July 30, 2017 minutes for approval. Eric Tincher moved to accept the minutes. Denver Mishler seconded the motion. Motion carried.

**Introduction of new members:** State Director, Becky Warren introduced the newly elected members to the board. High School Representatives: Kevin Bronson; and David Praiswater. Postsecondary Representative: James Carmack, and Business Industry Representative: James Wilson.

### **Election of board positions:**

- **President Elect:** Nominees were Kent Thomas; Diane Steadham, Denver Mishler. Travis moved nomination cease, Ed Hensley seconded. Discussion. Steve Polley moved to approve Kent Thomas as President Elect. Peggy Torrens seconded the motion. Motion carried.
- **Secretary:** Denver Mishler nominated Deb Hargrove. Diane Steadham seconded the motion. Motion Carried.
- **Treasurer:** Denver Mishler moved to elect PJ Reilly. Steve Polley seconded the motion. Motion carried.

After the election of officers, Committee Chairs were appointed as stated in the Bylaws: PJ Reilly, Finance Committee Chair; David Praiswater, Governance Committee Chair; and Roy Shafer, Program Committee Chair.

Members of the Finance Committee: Rod Murphy; Diane Steadham; Ed Hensley; and James Wilson, and Cassandra Puletapuai joined them.

Members of the Governance Committee: Denver Mishler; Eric Tincher; Tori Magnett; and James Carmack

Members of the Program Committee: Alan Beck; Kent Thomas; Peggy Torrens; Deb Hargrove; Steve Polley; Kevin Bronson; and Travis Riebel; Bruce Fritz and Jillian Cunningham joined them.

Once the committees were formed, they dismissed into committee meetings to review their assignments and materials.



- Finance Committee Chair: PJ Reilly reported their findings.
  - Board Review: Budget review approved.
    - Beginning Checkbook Balance 76,183.86
    - Quarterly Deposits: \$33,692.42
    - Quarterly Expenses: \$43,172.48
    - Checking Account Balance: \$66,703.80
    - Reserve Fund Balance: \$9,600.83
    - Scholarship Fund Balance: \$2,003.13
    - Endowment Fund Balance: \$1,890.00
    - General Account TOTAL: \$53,209.84
  - FY2018 Projected Budget approved
  - Fiscal Audit: Excellent
  - Textron Aviation sponsored the Mid-America Conference after schools submitted payment. The sponsorship cut cost of the registration per student. Ed Hensley moved to reimburse the schools in the amount of the sponsorship allotted. Denver Mishler seconded the motion. Motion carried.
  - KSDE proposed to outsourcing accounting books of all CTSO's that are housing in the agency. Jake Carmack suggest the board present a letter in opposing this proposal. If KSDE moves forward with this proposal the board suggests KSDE pay for the resources out of State funds and not organizational funds.
  
- Governance Committee Chair: David Praiswater reported their findings
  - Action: District names were changed to numbers instead of using letters. The change was recommended by the National CMS System Database Coordinator. We adopted the process for reporting needs. Committee recommends that the District alphabet title continue to remain along with the CMS numbering system. This process was approved.
  - Committee recognized new charters for 2017-2018: Anderson County High School; Eisenhower High School; Fort Scott/Paola Campus; Riverton High School; Seward County Community College; and Tonganoxie High School. These schools will receive their official charter during the Opening Ceremonies of the Kansas State Championships Conference.
  - Proposed to amend bylaws Session 2:
    - 17-19 voting members to 17-22 voting members, who shall be as follows:
      - 3 High School Advisors
      - 3 Postsecondary Advisors
      - 2 Middle School Advisors
      - 1 Administrator
      - 3-5 Business representatives
      - 3-5 Alumni members.
      - 3 Corporate members

David moved to accept the proposal. PJ Reilly seconded the motion. Motion carried. Becky Warren will prepare to the amendment to move forward for vote at the Kansas State Championships Delegation meeting.



- Program Committee Chair: Kent Thomas reported their findings:
  - Recommends hosting a New Advisor Workshop a day before the annual Advisor Workshop and assign a mentor for the new advisor.
  - Strong recommendation that new advisors go to Mid-America.
  - Recommends providing more Professional Develop training either by school to school visits or by developing webinar's.

Roy Shafer called recess at 12:30 PM.

The board reconvened at 1:30 PM

**State Directors Report:** Becky Warren sent out her report in the Board Packet for everyone to review prior to the meeting. No updates were reported.

**Kansas State Conference Updates:** Becky Warren reported the following contest chairs have been confirmed for the Kansas State Championships. All these contests will be merging into the Hutchinson area:

- Criminal Justice
- Crime Scene Investigation
- Criminal Justice Quiz Bowl
- Cosmetology
- Nail Care
- Esthetics

Our needs for the Championships are:

- Welding Chair
- Diesel Chair beginning 2019, the chair is looking to co-chair for 2018.
- Need Leadership Contest Chairs from business industry

Becky is hoping to confirm all contests by January 30, 2018.

Textron Aviation is committed in sponsoring 10 contest. The 10 Gold medalist of the contest they target will receive a voucher for the NLSC registration and hotel expenses paid in full.

Spirit is showing interest in Corporate Sponsorship. They are in the process of reviewing contest technical standards, and targeting Welding Fabrication and Sheet Metal.

Hutton Construction: Contacted SkillsUSA and looking to engage with our organization, possible Corporate Sponsor

The SkillsUSA Executive Director, Tim Lawrence, will be our guest during the Kansas State Championships. He will be participating in judging contests, conducting workshops and we are looking to see if he will come a day early to work with the Board of Directors.

**Old Business:**

Mobile Cause has been put on hold. Denver moved to close the item. Steve Polley seconded. Motion carried.



Peggy Torrens suggest we find a Contest Prize Coordinator as soon as possible. She would like to work with him or her beginning now, so when she retires, the duties are taken care of and the person is well trained.

### **New business**

Roy Shafer presented an opportunity for SkillsUSA Kansas exposure during the VISION Trade Show in Kansas City, March 1-4, 2017

- Free booth for SkillsUSA Kansas March 2-3, 2017
- Target business/industry recruitment
- Need a student and alumni to manage the booth
- Will need to reschedule the State Officer Training and Board meeting from March 2<sup>nd</sup> to March 9<sup>th</sup>.

Roy Shafer will register a booth for SkillsUSA, and Becky will make sure we have Officers & an Alumni there to work the event. Cassandra volunteered to help as an alumni.

The board recommends SkillsUSA Kansas get more involved in the Community Service Projects that takes place at:

- The National Leadership Skills Championships.
- In their local communities
- Travis Riebel will research possible community service projects that could take place during the Kansas State Championships.
- Becky will advertise the local chapter Book bag project again.

Kevin Bronson's school is hosting a Donkey Basketball Game on March 13<sup>th</sup>, and asked if some of the State Officers could help assist with the event. Becky will send the State Officers the information and see if we can get one or two of them to commit to helping out.

Early Childhood contests: It was mentioned that many schools are interested in getting an Early Childhood contest up and running for the 2018 championships. Becky will try to find a location and chair for the contest.

Travis Riebel is hosting the KACCTE annual board meeting and would like to host the meeting at the Atrium Conference Center from 9:00 am until 12noon. Then tour the KACCTE members through the Skills contests in the afternoon. Becky Warren will assign a room at the Atrium for the KACCTE meeting for April 26th.

Roy Shafer moved to adjourn the meeting. PJ Reilly seconded the motion. Motion carried. Meeting adjourned at 3:30 pm.

Next meeting will held March 9, 2018 in Hutchinson at the Atrium Hotel.

Minutes recorded by: Deb Hargrove

Approved: March 9, 2018