

**SkillsUSA Kansas Foundation Board of Directors, 2014-2015**  
**December 3, 2014**

The meeting began at 3:05 p.m. with the SkillsUSA Kansas State High School Officer Team introducing themselves and starting the meeting with the Emblem Ceremony.

The SkillsUSA Kansas State Post-Secondary Officer Team introduced themselves.

Roy Shafer called the meeting officially to order.

Tod Johnson called the Roll – 11 members present: Roy Shafer, Kathy Musgrave, Denver Mishler, Cloys Bayless, Rod Murphy, Beth Conrad, Tod Johnson, Gary Pommier, and non-voting members: Becky Warren, Mark Johnson, and Lucas Springer

Roy declared a voting quorum present to conduct business.

Becky Warren introduced new members to the Board of Directors:

- Non-voting members: Sheree Utash, WATC; Travis Riebel, HCTEA; and a KCKCC rep TBD
- Jana Baker, RN representing health science contests
- Rod Murphy, DEPCO President and Mechatronics Chair
- Kent Thomas, Prepared Speech Chair and will be assisting with organizing our Alumni Foundation
- Lucas Springer, Post-Secondary State Officer student representative to BOD

Roy asked for any corrections/additions to minutes from the July 2014 meeting. Denver Mishler made motion to accept the minutes, Gary Pommier seconded the motion, all approved.

Becky presented the SkillsUSA Kansas financial records, the check book balance and individual event breakdown to the Board. Discussion was held. Gary made the motion to accept the financial records, Tod Johnson seconded the motion, all approved.

Roy presented the Fiscal Review letter from Michael Murphy, Kansas State Department of Education – Financial Services. Discussion was held.

Finance Review - Becky asked if the documents met the Finance Committee needs or if they additional information.

Discussion was held as to who serves on the 3 standing committees for the Board, tabled until new business.

Governance Review – Gary asked Becky if there were any governance issues. Becky reported that there were none at this time. She reported that the proposed Wichita and South Central districts have decided not to merge.

Program of Work Review – Becky reported that she is sending the Friday Flash each week, and the Monthly Director's Report. She is very concerned that the website is not completed.

Discussion was held. Roy asked for a motion. Gary made the motion to request the State Director to check all avenues in search of a webmaster for the SkillsUSA Kansas website, including but not limited to the Kansas State Department of Education, Beth Conrad seconded the motion, all approved.

Becky presented the sample Governance descriptions that had been sent to the State Directors from Tim Lawrence, National SkillsUSA. Tim is asking the State Directors to make sure that they have governance descriptions for their Board of Directors. Becky explained that this is only example and not mandatory.

Roy asked for discussion. Gary made the motion for the governance committee to review the sample governance sheets and through email communication to make recommendations to the Board of Directors.

Discussion was held on who the members of the Governance Committee are. Roy asked Denver Mishler, as Chair of the Governance Committee to review the governance descriptions. Denver asked Beth Conrad and Gary Pommier to serve on the committee with him. Roy to be cc'd on all correspondence. Becky will email Denver the documents.

Discussion was held regarding the lack of officer elections held at the July meeting due to lack of a quorum, thus the committee have not been filled either, tabled to be discussed in new business.

Roy presented the Chapter Membership Report. Discussion was held.

Becky presented the Fall Leadership Conference survey results. Discussion was held.

Becky presented the State Director's Report.

Roy asked for any old business, none needed at this time.

Roy asked for new business.

Gary recommended that elections be held for the Board of Director offices since there was a quorum today. Denver seconded.

Roy asked for nominations:

Gary nominated Beth Conrad for President – Elect, she stipulated that she would not be able to accept until next August 2015. After discussion the Board agreed that the new officers will begin their office in August 2015. Kathy Musgrave seconded the nomination of Beth Conrad for President Elect. All approved.

Gary nominated Tod Johnson for Secretary, Cloys Bayless seconded the nomination. All approved.

Cloys nominated Rod Murphy as Treasurer, Gary seconded the nomination. All approved.

Roy stated that Beth, Tod, and Rod will assume their elected duties in August 2015, except Rod Murphy will begin as the Finance Committee Chair immediately.

Roy stated the 3 standing committees will now be filled:

- Governance Committee – Denver Mishler, Chair; Gary Pommier, Peggy Torrens, Rita Johnson, Kent Thomas
- Finance Committee – Rod Murphy, Chair; David Praisewater, Steve Venne, Dwayne Hale, RJ Dake

- Program Committee – Beth Conrad, Chair; Cloys Bayless, Kathy Musgrave, Tod Johnson, Jana Baker

Roy asked that Kelli and Becky send the Board of Directors these election results, committee appointments and contact information of each committee.

Gary made the motion to request of the State Director if future State Officer trainings could be consolidated so students would not be out of class so many days during the school year. Discussion was held. Beth seconded the motion. All approved.

Roy brought up a subject of old business; he requested an update on the directive to consolidating the State Contest into 1 location for all contests. Becky reported that there will be 3 locations for this Spring State Contest with one exception: Dwayne Hale will keep the Motorcycle Safety since Ft. Scott Community College is currently the only school participating in this contest. Should another school enter this contest, this contest will be moved to one of the 3 locations. Also, the Opening Ceremonies will be moved to WSU-Metro Complex where the closing ceremonies are being held. We are also looking at moving some of the leadership contest and having a TechSpo there as well. Discussion was held.

Additional new business: Cloys asked if a cost analysis for a student to attend the National Contest could be sent to him? Becky will send Cloys and the other Board members this analysis.

Roy asked for any additional matters of business, there were none.

Gary moved to adjourn the meeting, Tod seconded, all approved at 5:27 p.m.

The next Board of Director's meeting will be held March 12<sup>th</sup>, 2015.

Minutes recorded by: Kelly Byrne, Assistant

Minutes reviewed by: Tod Johnson, Secretary of the Board