

Minutes for SkillsUSA Kansas
Foundation Board of Directors Meeting

January 25, 2014

WATC Room 103

Meeting was called to order at 10:00 am by Denver Mishler, President of the Board of Directors.

Board Members Present: Ralph Beacham, Michael Edwards, Dwayne Hale, Tod Johnson, Rita Johnson, Carey Eskridge-Lybarger, Denver Mishler, Gary Pommier, Roy Shafter, and Becky Warren

Board Members Absent: RJ Dake, Jack Fredrick, Dr. Mark Johnson, and Peggy Torrens

Guest Present: Sherry Webb and Marty Warren

Denver Mishler welcomed everyone to the meeting.

Denver Mishler presented the October minutes to be approved. Michael Edwards moved to accept the minutes as read. Gary Pommier seconded the motion. Motion carried.

Becky Warren reported the current budget balance is \$70,092.98 in the SkillsUSA funds as of 1/24/2014.

Election of Board Officers:

Roy Shafer was nominated for President-Elect. Gary Pommier moved to cease nomination and moved to elect Roy Shafer as President-Elect and to chair the Program Committee Review. Dwayne Hale seconded the motion. Motion carried. Mike Edwards and Dwayne Hale were also assigned to the Program Committee Review.

Carey Eskridge-Lybarger nominated herself as Treasurer. Roy Shafer moved to elect Carey Eskridge-Lybarger as Treasurer and to chair the Finance Committee Review. Gary Pommier seconded the motion. Motion carried. Ralph Beacham was assigned to the Finance Committee Review. Sherry Webb asked to participate in the Finance Committee Review to answer any questions that may arise over the finances. Carey Eskridge-Lybarger welcomed her invite.

Gary Pommier, Past President was appointed to the Governance Committee. Tod Johnson and Rita Johnson were assigned to the Governance Committee Review.

Meeting recessed for committee break-out sessions at 10:30am.

Meeting reconvened at 11:30am

Finance Committee Review was given by Carey Eskridge-Lybarger. She asks the Board to accept the following proposals written from the State Director:

- Proposal to increase the State membership fees from \$5.00 to \$7.00 to help offset the rising cost of materials.

The board agreed to move forward with the process to increase membership dues to \$7.00. Becky Warren will work with Dr. Mark Johnson in taking the appropriate steps in presenting this proposal to the Kansas membership of SkillsUSA.

- Proposal to revise State registration cost to provide options for members:
 - \$50 does not include State SkillsUSA T-shirt
 - \$55 includes State SkillsUSA T-shirt
 - \$10 for Online Contest Only, per test.

Michael Edwards moved to accept the increase of State registration. Dwayne Hale seconded the motion. Motion carried.

Dwayne Hale moved to accept the Online Contest Only fee of \$10 per test. Gary Pommier seconded the motion. Motion carried.

Other recommendations were made by the Finance Committee:

- Recommended hiring a webmaster for the SkillsUSA Kansas Website. Becky Warren, State Director, was assigned to research bids and asks other state directors how they developed their websites. Carey suggested allowing ads on the website to generate funds. (Ads from Business Industry and College's)

The Board denied acceptance of a CPA approval for official audit review submitted by an email conversation between Sherry Webb and CPA James Howes. They recommend an official audit on budget records 2012-2013 be completed immediately. Sherry Webb was assigned to see how FFA and FCCLA conduct their official audits and report back to the board. They also asked her to research at least three different audit firms for bids.

The Board asked Sherry Webb to send a copy of 2011-2012 Attorney's letter approving prior year's audits.

Program Committee Review was given by Roy Shafer. He asks the Board to accept the following proposals written from the State Director:

- State Championships: The approved clothing requirements will be Official Dress for all leadership contests, and Official SkillsUSA skills contest attire or SkillsUSA Kansas T-shirt with Khaki work pants (Tan or Black) for all skill contests.

The Board agreed, but no action is required by the board.

- Discussions was conducted over the proposed amendment to the constitution that states, "The High School and College/Postsecondary State Officers shall be elected by voting delegates at the Fall Leadership Conference annually and shall serve a one-year term.
 - Reason for proposal:
 - Over the past three years there has been a lack of participation in filling all seven (7) HS State Officer Team Positions.
 - At the Fall Leadership Conference we have an overwhelming HS application participation to fill the remaining HS State Officer Team Positions.
 - National Conference is moving to Louisville, KY in FY2015. The expense of the HS State Officer Team traveling to nationals will be an added unnecessary expense to the organization. The Training 101 they receive at nationals can be administered by the State Director locally without the expense of travel and national registration cost.

The Board agreed with the proposal but action will be taken under the governance report.

The Board recommended considering the Mid-America Conference in Nebraska to replace the 101 Training at Nationals if the proposal is approved.

The Board recommended updating forms with the new directors contact information and the new agency address.

Governance Committee Review was given by Gary Pommier. He asks the Board to accept the following proposals written from the State Director:

- Constitution: Kansas Association
 - Article III:
 - Section 4. For administrative purposes, the State will be divided into **seven (7)** districts. The districts shall be defined as follows: North West, South West, Wichita, North Central, South Central, North East, and South East.
 - Section 7. Each of the **seven (7)** districts shall have its own Constitution which shall not be in conflict with either the National or State Constitution.
 - Section 8. The Executive Council shall consist of **fifty-six (56)** voting members, eight from each district of SkillsUSA Kansas. Each district will be represented by a District Advisor and **seven** district officers. The **seven** Assistant District Advisors will be ex officio members and will not be voting members.
 - Article V:
 - Section 2: **High School and College/Postsecondary** State Officers shall be elected by voting delegates at the **Fall Leadership Conference** annually and shall serve a one-year term.
 - A credentials committee may be appointed by the SkillsUSA Kansas Director to evaluate credentials prior to the election at the Leadership Conference. Credentials in the form of an application for State Office must be received by the SkillsUSA Kansas State Director not later than fifteen days prior to the dates of the **Fall Leadership Conference**.
 - Article VI:
 - Section 2: All candidates for a state office must file their candidacy for office with the SkillsUSA Kansas State Director not later than fifteen (15) days prior to the date of the **Fall Leadership Conference for both high school and college/postsecondary candidates**.
- By-Laws, Rules and Regulations: The Kansas Foundation of SkillsUSA
 - Section 2: Administration
 - The Board of Directors shall consist of **nineteen (19)** voting and non-voting members who shall be as follows: **Four (4) high school advisors** and three (3) postsecondary advisors..... One (1) administrator from a Kansas SkillsUSA chapter and **four (4)** business/industry representatives.....
 - KC District Constitution: **Dissolve and Merge with North East**

The Board agreed to move forward the proposal. Becky Warren will work with Dr. Mark Johnson in taking the appropriate steps in presenting this proposal to the Kansas membership of SkillsUSA.

KBOR Update: Rita Johnson reported on the projects at the Kansas Board of Regents.

- Postsecondary Employer Recognition Awards are available.
- Governor revised the budget of SB155 to increase funds up to 52%.

KSDE Update: N/A

State Directors Report: Becky Warren reported:

- As of January 23rd SkillsUSA Membership totaled 2,462. FY2014 Strategic Plan Goal is to reach a 5% increase over last year proposing a membership target of 3,637. February 1st is the deadline for membership enrollment.
- The State Officer Team has 12 members and training is going well.

- Developing a professional development conference for SkillsUSA Advisors for July.
- The Fall Leadership Conference out grew the Hesston Facilities. The State director is researching new possible locations for the conference.
- Kansas SkillsUSA Championships will have seven new chairs to host existing contest. We are still looking for a Diesel Chair, but have confirmed a location for the Diesel Competitions. Screen Printing has a lack of participation and we are negotiating in closing the contest.
- SkillsUSA Kansas Website is up but no current information has been posted. Case Clough has resigned due to taking a job in Missouri. The State Director will be overseeing the website project but maybe put off until after State Conference.
- SkillsUSA Facebook page is being created to stay connected to SkillsUSA Members. This page will be up and running prior to the SkillsUSA Kansas Championships.
- Reviewed and gave updates to the Strategic Plan 2013-2014.
- Shared a "Task" listing of detailed duties that needs to be completed prior to the State Championships.

Unfinished Business: FY2014 Budget Approval. Ralph Beacham moved to approve the FY2014 Budget. Gary Pommier seconded the motion. Motion carried.

New Business: Denver Mishler recommended having pictures taken of all contests and each station, then compiling them in a binder for reference purposes. When contest chairs resign, this binder could help new chairs in setting up the contest their first time. It would also help the state director in knowing what each contest chair needs each year. Board supports this recommendation. Becky Warren will appoint a photographer to this project.

With this being Becky Warren's first year as State Director, Michael Edwards suggests we set up a weekly conference call until after the State Championships making sure the minor details are not overlooked. A conference call every Monday afternoon at 3:30pm will be set up.

Meeting adjourned 2:30 pm

Minutes Recorded by: Tod Johnson