

MEETING MINUTES

**Board Meeting
July 17 – 18 2021
Hyatt Place, Katy
1401 N. Westgreen Blvd.
Katy, TX 77449**

Call to Order – 12:25 PM by Dr. Carrie Turner-Gray, Board President 2020-2021

In attendance:**Virtual Attendance:**

- Dale Fowler – TEA Representative
- Kristi Coleman – Area 1

Face-to-Face Attendance:

- Dr. Carrie Turner-Gray – Area 4 and Virtual Chapter
- D’Ann Matlock – State Adviser
- Norma Payan – Area 2
- Christina Perez – Middle Level
- Clark Saunders – Area 5
- Renee Hancock – Business Representative
- Alfredo Martinez - Area 7
- John Whitten- Area 6
- Cerri Perez – State President
- Donna Crook – Officer Coordinator

Not in attendance:

- Joe Newsom – Business Representative

TEA Update from Dale Fowler – 12:25 to 1:03 pm

- **Update that will be presented at CTAT next week.**
 - New CTE State Director – Marcette Kilgore
 - CTE Auto coding – coding to identify students.
 - Tech Updates – updates to website, etc.
 - Industry Based Certifications / CCMR – Nov 2021 New IBCs published for public review, Dec to Feb 2022 finalizing list, rules revisions, Aug 2022 Implementation.
 - CTE Leadership Committee
 - CTE Administrator and Teacher Professional Development – For new and current teachers, administrators, and counselors. Regionally based and in a hybrid model. Roll out Spring of Next School Year.
 - CTE Industry Stakeholder Recruitment – POS development, school district partnership, skills validation, TEKS review committees, revised TEKS draft

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and review, CTE Innovative course development. (Ex: Members of Advisory Boards), Recruitment of subject matter experts sign up at <https://vibraphone-pomegranate-4sfa.squarespace.com/>

- Perkins Grant – direct deposit has not been set up still despite filling out the direct deposit form, did go to the correct address this year. Renee – will send Dale an email regarding this issue as per his request.
- Perkins Grant Applications are not up yet, but will be up soon.
- Reminded board that we have a responsibility to the organization and to the finance of the organization.

Select Board Officers – 1:04 pm to 1:08 pm

President	Dr. Turner-Gray
Vice President	Alfredo Martinez
Secretary	Christina Perez
Treasurer	Renee Hancock

- Alfredo Martinez moved to elect Dr. Carrie Turner-Gray as President of the Board, seconded by Clark Saunders. Approved 8, Denied 0.
- Renee Hancock moved to elect Alfredo Martinez as Vice President of the Board, seconded by Clark Saunders. Approved 8, Denied 0.
- Renee Hancock moved to elect Christina Perez as Secretary of the Board, seconded by Dr. Carrie Turner-Gray. Approved 8, Denied 0.
- Dr. Carrie Turner-Gray moved to elect Renee Hancock as Treasurer of the Board, seconded by Christina Perez. Approved 8, Denied 0.

Public Comments – No public comments

Minutes of Previous meeting – Renee Hancock motioned to accept the December 5, 2020 Midwinter Board Meeting, Alfredo Martinez Second the motion. All approved

Financial – Renee Hancock

- Payment vouchers
 - Correct way to fill them out.
 - Discussed: Different forms (Travel Expense Form) and (Payment Voucher)
 - President will sign forms if available and Renee will then get approval from President
 - Notes to remember: Attach receipts with tape on a blank sheet of paper with information (Area, Vendor, Reason, Date, Amount [Circle], etc.)

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- What we pay for and what we do not pay for
- Airfare vs mileage Discussion: (Airfare needs to be bought accordingly versus mileage dependent on situation)
 - Specific Transportation reimbursement information should be written in the state officer packet for cancellation policy. Also, sent to advisers and the board members.
- Purchased airfare by organization
 - Cancelled by ticket holder
 - Changes to a ticket we purchased
- Meal reimbursement at board meetings and other board related activities
 - Multiple people vs one person when the board is also paying for a meal
- Audit Information: Discussed the purpose of looking at the audits in detail and on time. Will keep budget from last year to this year and get approve for next year. Expenses are encouraged to be spent immediately within the quarter for the quarterly audit.
- Stipend: Alfred Martinez made a motion to pay the stipends for the following to be paid part at the Summer Board meeting and the other part at mid-winter board meeting)
 - Webmaster (Courtney Wilson) in the amount of \$1000
 - State adviser and grant writer (D'Ann Matlock) \$3500 and \$500
 - State officer coordinator (Donna Crook) \$3500
 - Treasurer (Renee Hancock) \$3500

Seconded motion: John Whitten (All Approved)

Web and App Update – Courtney Nelson (2:00 pm)

- Online Virtual SLC responses from the survey...
 - Opening Session -
 - Voting & Recognition
 - Workshops –
 - More of at SLC- Workshops for Competitive Events
 - Local Virtual Field Trip
 - Registration
 - Additional Comments: Outstanding Job
- A variety of high remarks for all the above.
- Website received some traffic.
- **Action:** Donna Crook will contact Kurt Hurst the person who assisted with the current website to discuss changes and cost to do another re-vamp of our state website.

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State Officer Report – Cerri Perez

- Re-Cap
- Goals: Expand membership (Re-Open and re-activating), HS, 1 Middle School
- Communication: Communication with all areas, increase our social media presence
- Promote Community: Instagram, Youtube
- Community Service Project: DFPS
- Theme: 70th Anniversary Platinum, Peonies,
- Purple and Gold
- Sticker Ideas
- Texan Articles will be divided by the state officers
- Awards: Medals (Stacy)

State Officer Coordinator Report – Donna Crook

- 06/2021 – Camp Denton for Officer Training
- Luncheon Etiquette – Betty Scott presented
- Currently looking for another possibility for Officer Training – New Braunfels

AREA Workshop Dates

Area 1 10/27
 Area 2 10/22
 Area 3 10/23
 Area 4 10/23
 Area 5 10/23
 Area 6 10/13
 Area 7 10/16

NFLC- Milwaukee, Wisconsin (Leave November 18, or 19th and return on the November 21, 2021) Further information will be provided.

Hotel paid by Texas FBLA

Other expenses will be chapter responsibility

Area Conferences: TBA

Future 2022 Area Workshop/Area Competition/SLC Format - D'Ann Matlock

- 100% In Person SLC

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- Hotel block? What happens if we do not make our numbers because of loss of membership?
 - D'Ann will contact Libby to get detailed information regarding numbers.
- DISCUSSED: What is the outlook of FBLA next year? Hard to predict at the moment.
- Everyone should advise their advisers that they must stay within the designated hotels for SLC.
- Room Block Should be filled according to hotel and D'Ann will ask the hotel regarding the attrition rate.
- Possible Incentive for re-activating chapters.
- Do we still need to have a COVID Waiver form for FBLA events (adults and students)?
- COVID WAIVER WILL STILL BE REQUIRED.
- How are districts handling travel this year? How many are they allowing in hotel rooms? 2 students per room
- Are you going to have temperature check stations at your in-person events? No temperature checks...

Future Contracts - Clark Saunders and D'Ann Matlock

- We told Galveston we would add two years to contract since we missed two years...
- Days of the week – Sun, Mon, Tues (going to see if Galveston will work with these days) [Days still pending]
- Where do we want to look for starting in 2025? Send RFP's Places to look at using our requirements and then they will provide us information per hotel.
- Do we keep same numbers as we currently have for room block? Yes
- Keynote speaker suggestions needed by September 2021

How do we get chapters that went inactive last year back this year? – D'Ann Matlock, All Board (Raffle for FBLA swag, Banners)

Blue Panda Option – D'Ann Matlock

1.50 per event 1.00 per member

Will be using for judges score

NAP Changes and Event Topics – D'Ann Matlock

- Question: Collaborative Tests taken Individually? Will continue this method
- Discussing the new changes/additions to the NAP see National website. (www.fbla-pbl.org) Along with new event topics listed
- Can students compete in the same event? Only one person from that team can join another team of 2 and still compete. If they change the competition altogether they can compete in it but not a modified event.

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Area Scholarships Recipients from SLC 2021- Need to be requested by September 1, 2021.

Update Board Roster Information

Middle Level Update – Christina Perez

- New events
- We will take the National level and use those tests in replace of what we have done before
- Additional presentation events mean more requirements for space and judges.
- 2 entries per state per event for Nationals

Ask the hotel in Hilton to be able to get an extra room due to increase in competitions.

2nd Meeting come to order

Call to Order – July 18, 2021 9:31 AM by Dr. Carrie Turner-Gray, Board President 2020-2021

In attendance:

- Dr. Carrie Turner-Gray – Area 4 and Virtual Chapter
- D’Ann Matlock – State Adviser
- Norma Payan – Area 2
- Christina Perez – Middle Level
- Clark Saunders – Area 5
- Renee Hancock – Business Representative
- Alfredo Martinez - Area 7
- John Whitten- Area 6
- Donna Crook – Officer Coordinator

Not in attendance:

- Joe Newsom – Business Representative
- Dale Fowler – TEA Representative
- Kristi Coleman – Area 1

Virtual Chapter (ML) Update – Christina Perez

Print form will become electronic

Website needs to be updated to include high school and middle school on one page

Contact FBLA to get all my accounts linked with same name and password.

Update website to include specifics regarding high school and middle school, all on one page.

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Virtual Chapter (HS) Update - Carrie Turner-Grey

Electronic form created for High School

- Updating forms for membership to electronic forms
- Get virtual chapter sign in information, try to sign in Chapter # 1935467
- Update website to include specifics regarding high school and middle school, all on one page.
- Contact FBLA to get all my accounts linked with same name and password.

Perkins Update – D'Ann Matlock

- The money has been requested and received a check for 36, 816
- The new application opens up in August for 2022 school year

TEA Update – D'Ann Matlock**ADDITIONAL COMMENTS:**

Texas Home Coalition – Promote to them about FBLA. It is Lubbock based will look into getting Area I to help promote FBLA.

Area 3 – It has been discussed that Area 3 needs a representative. There has not been any response to those interested in serving as a Board Member and it has been taken into consideration in revising the Area districts to disperse into the other current Areas; therefore, for the time being, President Dr. Carrie Turner-Gray will take over the position to help promote and find a representative so that the Area can continue to grow and be successful before making any other decisions. President Dr. Carrie Turner-Gray will make sure that the Area 3 Fall Workshop and Area 3 competitions take place this year.

Competition Dues – Current due date before January 2022

Area Competition – have them send the paid roster from nationals to the Local Area conference coordinators before they can register.

Area Officers – work on contacting various other schools regarding creating chapters.

Adjournment – Alfredo has made a motion to adjourn, Clark has seconded motion

Make a motion to adjourn for the day by Alfredo Martinez, seconded Clark Saunders.

Approved 8, Denied 0.