



Board of Directors

Agenda

Jan 10th, 2018

Wednesday

3:30 PM to 4:30 PM

Teleconference

Call in: [712-770-4010](tel:712-770-4010)

Meeting ID: 103-511#

Pin: 1388

Members In Attendance	Members Absent
Lee Britt, Chair	
Clay Wilke, Vice Chair	
	K Kirkendall, Secretary
Chelsie Wilson, Treasurer	
Matt Rehl, State Advisor	
Sean Courtright, CTSO Manager	
	Chance Russman, Secondary President
Bryce Lytle, Post Secondary President (late)	
	Alex Beal, ITTA President
Ben Hamlett	
Harold Nevill	
	Glen Riley
	Scott Moore
Kristy Watson	
Scott Weaver	
OPEN	
OPEN	

- 1. Call to Order** **Lee Britt, Chair**
 Board Chairman Lee Britt called the January Board meeting to order at 3:32 pm.
- 2. Roll Call** **Lee Britt, Chair**
 Board Chairman Lee Britt called the roll. Attendees listed above.
- 3. Approval of Agenda** **Lee Britt, Chair**
 Board Chairman Lee Britt asked for a motion to approve the January Board meeting agenda as presented. Sean Courtright made a motion to approve the January Board meeting agenda as presented. Chelsie Wilson seconded. Motion to approve the agenda is carried.

4. Approval of Prior Month's Minutes (Nov 2017)

Lee Britt, Chair

Board Chairman Lee Britt asked for a motion to approve the November Board meeting minutes as presented. Matthew Rehl moved to correct various spelling and grammatical errors in the November Board meeting minutes. Board Chairman Lee Britt asked for a motion to approve the November Board meeting minutes with the spelling and grammatical corrections. Kristy Watson made a motion to approve the November Board meeting minutes with the corrections. Ben Hamlett seconded. Motion to approve the November Board meeting minutes with corrections is carried.

5. Financial Report

Sean Courtright/Chelsie Wilson

Sean Courtright referred to the financial document included in the Board packet material. Sean reported that the actual SkillsUSA Idaho balance is much higher than what is being reported due to the Fall Leadership Conference (BASIC) expenditures. Sean report that the SkillsUSA account is in the process of being refunded from BASIC training and the other CTSO organization need to repay SkillsUSA Idaho. See SkillsUSA Balance Sheet Dec.2017.xlsx spreadsheet and the Financial Additional Info Dec 2017 SkillsUSA.docx word documents that were included in the January 8 e-mail from Board chairman Lee Britt. Sean also reported there will be some expenditures coming up for Winter Planning and Student Day at the Legislature at the end of January.

6. Matt Rehl Report

Matt Rehl

Information Item #1

Matt Rehl reported to the Board that the Job Ready Day One keychains/pins should arrive at the end of January/middle of February time frame. Information item only.

Information Item #2

Matt reported that he has not received any nominations for Advisor of the Year. The Board asked Matt to send the application packet out to Advisors again. Sean reported that the application will be put on the SkillsUSA Idaho website.

Information Item #3

Matt reminded the Board of SkillsUSA week that is occurring during the week of February 4-10.

Action Item #1

Matt reported to the Board that a request for a national trainer is being made for Advisor professional development in August during ICTE Summer Conference. Matt asked the Board to take action on this item by identifying what type of training session(s) the national trainer will provide and asking if the Board will incur the cost of the trainer. The Board tabled taking action on these two items until more information is provided. The Board requested a survey be sent out to all Advisors asking what type of training session they would be interested in attending. The Board also asked if CTE would pay for this. Action Item #1 tabled.

Action Item #2

Matt reported to the Board that it is that time of year again to report state membership fees to the SkillsUSA national office. Matt reported that SkillsUSA will not be raising its fees for membership this year and wants the Board to take action on identifying membership fees for SkillsUSA Idaho membership. Board members discussed the value of the current membership fees especially as compared to other student organizations. Chelsie explained to the Board that some chapters pay different fees than others if they participate in the SkillsUSA Total Participation Plan (TPP). Harold Nevill motioned to leave the dues the same as last year. Scott Weaver seconded the motion. Motion carried to leave the SkillsUSA Idaho membership dues the same as they were last year. Matt to fill out appropriate paperwork and file with the SkillsUSA national office.

7. Sean Courtright Report/Conference Needs

Sean Courtright

Sean reported that the Nampa Civic Center (NCC) will be the venue again this year for the SkillsUSA Idaho State Leadership and Skills Conference (SLSC). Sean reported that NCC is reserved and he is waiting for an updated insurance policy as required in the NCC contract. Deposit money for NCC has been sent to NCC. Sean reported that a national SkillsUSA officer will be coming to SLSC as a guest speaker and to help out our state officers as needed for SLSC. Sean reported that the contests are coming together and that some contest chairs have responded to his communications and some have not. Sean reported to the Board that there are still gaps in the contest as he is waiting to hear back from the contest chairs that have been identified as the lead content for specific contests. Sean reported that the Contest subcommittee will meet to address the status of SLSC. Sean reported that SLSC registration will open from March 2-26. Ben Hamlett asked if there has been any further discussion regarding chartering a private airline for transportation to and from Louisville for the national championships. Matt reported that due to logistics and financial commitments that there has been no further discussion on this topic.

8. New Board Members

Lee Britt/Matt Rehl

Lee Britt and Matt Rehl introduced and welcomed Dr. Harold Nevill to the Board as a new Board member.

9. Committees Needed/Reports/Chairs

Lee Britt

1. ByLaws/Policies

Committee members are: Chelsie Wilson, Scott Weaver, Sean Courtright, Matt Rehl, Lee Britt (as needed)

2. Contest Committee

Committee members are: Sean Courtright, Alex Beal, Matt Rehl, K. Kirkendall

The Contest Committee has a date, time and location to meet soon.

3. Fundraising

Committee members are: Kristy Watson, Alex Beal, Matt Rehl (as needed), Lee Britt (as needed)

Committee Chair Kristy Watson reported that this committee has not worked on any action regarding committee business yet, however there is a master list available from last year of businesses to contact for donations.

Sean reported that the donation letter to businesses has been updated.

Harold informed the Board that the CTE Foundation can create separate accounts for donations to specific competitions if needed. It is preferred if donations for specific events is handled through the Foundation and not through SkillsUSA Idaho. Sean reported that the SkillsUSA Idaho website contains a link for donation information. It was agreed that the committee will start this process by focusing on donations for T-shirt logos.

4. Financial

Committee members are: Chelsie Wilson, Sean Courtright, Lee Britt (as needed), Matt Rehl (as needed)

10. Board Member other Business

No new business requested from Board.

11. Adjourn

Board member Chelsie Wilson motioned to adjourn. Scott Weaver seconded the motion. Motion carried. Board meeting adjourned at approximately 4:37 pm.