



Board of Directors
September Board Meeting
Minutes

Wednesday, September 19, 2018

4:00 pm to 5:00 pm

Teleconference

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

Meeting ID: 103-511#

Pin: 1388

Members In Attendance	Members Absent
Clay Wilkie, Chair CSI Welding Instructor (Region IV Professional Member)	
Kristy Watson, Vice Chair Education Training Coordinator-AGC (Industry Representative)	
	Chelsie Wilson, Secretary Assistant Principal, Dennis Technical Center (Region III Professional Member)
Harold Nevill, Treasurer CEO-COSSA (Industry Representative- Nevill Enterprises, Inc.)	
Matthew Rehl, State Director T & I PQM Manager-ICTE (ex-officio)	
	Sean Courtright, CTSO Manager CTSO Manager ICTE (ex-officio)
	Easton Anderson, Postsecondary President CWI Student (ex-officio)
Matthew Taylor, Secondary President Dennis Technical Center Student (ex-officio)	
	Alex Beal, ITTA President CWI Diesel Chair/Instructor (ex-officio)
	Ben Hamlett-CSI Instructor Automated Manufacturing (Region IV-Professional Member)
	Lee Britt-West Ada Instructor Firefighting (Region III-Professional Member)

K. Kirkendall-Dennis Technical Center Information Technology Instructor (Region III-Professional Member)	
	Glen Riley-Schweitzer Engineering Laboratories (Industry Representative)
Rob Silva-Norco (Industry Representative)	
OPEN (Professional Member)	
OPEN (Industry Representative)	
OPEN (Industry Representative)	

1. Call to Order Clay Wilkie, Chair
 - a. Chairman Wilkie called the Board meeting to order at 4:00 pm.
2. Roll Call Clay Wilkie, Chair
 - a. Chairman Wilkie called Roll. See attendee list above.
3. Approval of Agenda Clay Wilkie, Chair
 - a. Board Member Harold Nevill asked for permission to adjust the Agenda so that he could provide the ByLaws/Policies update report sooner in the Agenda because he had to leave. Chairman Wilkie approved of rearranging the Agenda to allow for this request.
 - b. Board Member K. Kirkendall motioned to approve the September Board meeting agenda.
 - c. Board Member Kristy Watson seconds the motion.
 - d. All in favor of motion. Motion carried
4. Approval of Prior Month's Minutes Clay Wilkie, Chair
 - a. Board Members did not have time to review the prior July/August Board meeting minutes. Approval of Prior Month's Minutes tabled until next Board Meeting.
5. Financial Report Sean Courtright/Harold Nevill
 - a. Board Member Matthew Rehl referred the Board to the financial report sent via e-mail by Board Member Sean Courtright. Board Members did not have any questions regarding the Financial Report.
6. Trades & Industry PQM Report Matthew Rehl
 - a. Board Member Matthew Rehl reported that the SkillsUSA Form 2 is completed and submitted to the National Office. This is the State Association Annual Report that the National Office files to the IRS on behalf of the State Associations. This form is due yearly by October 15.
 - b. Matthew reported that he and Sean attended the SkillsUSA State Director Training last month.
 - i. Tim Lawrence, Executive Director opened the first session with a presentation on SkillsUSA imperatives: Ensuring Future Success.
 - ii. Tim talked about the need for future sustainability and growth through strategic planning.
 - iii. Tim also discussed key topics including state fundraising objectives, the SkillsUSA Championships, and SkillsUSA Career Essentials.
 - iv. Matt and Sean attended 16 sessions over 4 days. Highlights of those sessions included: Best practices-board policies, state officer training, the Chapter Excellence Program, State Standards of Excellence, and state only contests. They also attended regional business meetings and

changes to NLSC. They also got a chance to network with other state directors

- c. Matthew reported to the Board that he and Sean will remind Advisors to integrate the SkillsUSA Foundation framework of Workplace Skills, Technical Skills and Personal skills into their CTE programs.
 - d. Matt and Sean will continue to promote the SkillsUSA's CEP (Chapter Excellence Program) as a means to integrate the SkillsUSA Framework into CTE programs.
 - i. The Chapter of Excellence Program sets the standards for chapters and state associations.
 - e. "Career Ready-Starts Here" is this year's SkillsUSA Theme
 - i. The yearly theme is incorporated into some Leadership competitions.
 - f. Matthew encouraged the Board to fill out the State Standards of Excellence form that Sean sent via e-mail. Matt suggested that the Board compile the completed forms and use the result to help create a strategic plan for the Board.
 - g. Matthew reminded the Board of the upcoming Board training in October. Board member Harold Nevill noted that there is a scheduling conflict on this training date.
7. Sean Courtright Report/Conference Sean Courtright
- a. No updates at this time
8. Committees Needed/Reports/Chairs Clay Wilkie, Chair
- a. ByLaws/Polices
 - i. Board Member Harold Nevill reported:
 - 1. The consensus of Board members reflected in the e-mail poll to:
 - Keep all current Board Policies
 - Update all current Board Policies
 - Renumber all current Board Policies to match the SkillsUSA national governance document numbering system.The Policy & Bylaws Subcommittee recommends implementing all of these recommendations.
 - 2. The Policy & Bylaws Subcommittee also recommends using the National SkillsUSA "standards of excellence" to create an Idaho SkillsUSA operations manual.
 - b. Contest Committee
 - i. No updates at this time
 - c. Fundraising
 - i. Board Member Kristy Watson reported there are no updates at this time but she offered to send out the Donation forms if requested
 - d. Financial
 - i. Board Member Matthew Rehl referred the Board to the attached Financial Report
9. Board Member-other Business
- a. Board Member Clay Wilkie inquired about the open Board positions.
 - 1. Board Member Matthew Rehl reported that two people have expressed interest in joining the Board and have been sent applications

- b. Board Member Matthew Rehl wanted to recognize and thank Jim McKenzie-Boise School District Welding Instructor for his assistance at NLSC and for approaching Tim Lawrence requesting him to come visit Idaho.
 - c. Tim Lawrence will be the keynote speaker for SkillsUSA Idaho 2019 SLSC.
 - d. Tim Lawrence will be stepping down as the National SkillsUSA Director in 2020.
10. Adjourn
- a. Board Member Kristy Watson motioned to Adjourn September Board meeting.
 - b. Board Member K. Kirkendall seconds the motion.
 - c. All in favor of motion. Motion carried
 - d. Meeting Adjourned at 4:29 pm.