

**FCCLA Board of Directors**  
**Meeting Minutes**  
**January 29, 2018**  
**C'Mon Inn, Bozeman**

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**Organization & Consult -8:00-10:00am**

1. Call the Meeting to Order: Jamie
  - a. Present: Issac Bendon, Hali Kapperud, Jim Goltx, Nicole Wanago, Jamie Diehl, Margie Chinadle, Dustin Frost, Edie Vogel, Stacy Aaberg, Kacie Perkins, Megan Vincent
2. Roll call for quorum: Kacie
  - a. A quorum was present
3. Debrief on previous day's work (8:10-8:45)- Terry
  - a. Bylaw roll-out process was discussed and will be posted in the meeting notes
4. Staffing Conversation 2018-2019 (8:45-9:15)
  - a. Different options for staffing were discussed
5. Development of Board Governance Packets (9:15-9:50)
  - a. Calendar
  - b. Commitment Forms
  - c. Policy Manual Updates

**Business Meeting -10:00-Noon**

1. Meeting Minutes: Kacie
  - a. Correspondence
    - i. No Correspondence
  - b. Ensure calls are officially in meeting minutes
    - i. October Conference Call minutes will be in dropbox and voted on for approval via e-mail
2. Financial Report was reviewed
  - a. YTD Reports from Connie
    - i. Balance Sheet
    - ii. Profit & Loss vs. Actual
    - iii. Account Transaction
  - b. Year End Report
  - c. Membership Update
    - i. Nicole reported there were 802 members affiliated at this time from 50 chapters. It is expected that more will affiliate in the next few days.

Megan moved to approve the budget, Jim seconded the motion, and the motion passed unanimously.

## Reports – 10:30-10:50

1. State Director Report: Nicole
    - i. Nicole reported the the Star chapter award system was altered as a result of the discussion during the June meeting.
    - ii. Vision Zero had 20 chapters apply and 16 were awarded over \$18,000. Drowsy Driving will be the focus for next year.
    - iii. Discussion on attendance at district meetings was conducted.
  - b. Website Update
    - i. Extra security was added due to the fact that the website collects so much information. This was an increase in the cost, but future renewal will be the same amount.
  - c. HB 86 Mid-Year Report (& Summary)
    - i. The Leadership Rally has continued to have good participation.
    - ii. State Leadership Conference will hold a session with the National President, provide a leadership seminar, there will be no knowledge bowl, and the district meetings will be held Monday afternoon.
    - iii. Mentorship program: 50% of our advisers in their first five years participate in this program.
    - iv. Talk of the State: SEC started making short videos and their has been good feedback.
    - v. Service Hours: The reported service hours were compared with past years. Nicole expects chapters will report for the past months up to this point all at one time.
  - d. National FCCLA Update from SAMM
    - i. Blazer Update & Proposal: Nationals provided money to states to help purchase blazers. Eighty-seven blazers are available to our state. Discussion on how to best allocate the blazers to our chapters. It was proposed that blazers be on a tiered system the next 2-3 years to allow us to support both historically strong chapters and upcoming chapters. Fifty blazers will be awarded in 2018, twenty-two in 2019, and fifteen blazers in 2020. To be eligible to receive blazers, chapters must apply. Online application available from March 21-April 6. Applications will be evaluated based upon immediate use, average number of National FCCLA STAR Event qualifiers over the last three years , opportunity to continue to strengthen a chapter, statement of need and commitment to continuing to be an active Montana FCCLA Chapter. Jim moved to accept the proposal and Margie seconded it. There was discussion on ways to coordinate sharing among chapters for future use. Suggestions for maintaining blazers can be provided. Motion passed unanimously.
2. State Executive Council Report: Shae

- i. Hali reported on the member of the month program she started, it has had a positive effect and good participation.
  - ii. The SEC has been working on skits and videos and scripts for SLC
  - iii. All districts have a president
    - 1. They will use Leadership Rally to work more closely with advisers
    - 2. There will be a public relations officer to focus on social media
- 3. Office of Public Instruction: Megan
  - i. There is a roll-out for pathways that was presented at the MACTE Conference.
- 4. Montana State University: Nicole

### **Unfinished Business – 10:50-11:10**

- 1. Survey Results
  - a. Adviser Survey
  - b. Student Survey
    - i. There was minimal participation, however, the results that were compiled were shared.
- 2. Independent Event Director – Kris Bart
  - a. Review Contract - This is available for review in the Dropbox
- 3. Sage Solutions Contract
  - i. Update was given by Megan and Jamie
- 4. New Adviser Packet
  - i. This will be left on the agenda for the next meeting
- 5. Online Giving
  - i. Our webpage can be set up to collect donations. The Board of Directors need to write an invitation to donate to FCCLA via the website. Megan will work on this.

### **New Business – 11:10-12:00**

- 1. Insurance - ENIPCA
  - a. Increase in fees – Nicole summarized the reasoning for the increase in general and professional liability compared to the National FCCLA Policy
  - b. Option of going with National FCCLA
    - i. Edie moved to accept the ENIPCA at the new rate. Stacy 2nd the motion and it passed.
- 2. Policy Manual Updates
  - i. Tabled at this time and will be on the June agenda. Possibly sent to committee.
- 3. State Leadership Conference
  - a. Hotel Issues
    - 1. The hotel has made changes to the contract.

- i. MSU Feasibility
      - 1. Working with MSU on dates cost as there is consideration in moving the SLC location. This item is tabled until Nicole reports back from MSU. Emergency meeting will be held to make the decision.
    - b. Press Release Template
      - i. This will be distributed around the time of State Leadership Conference.
    - c. Board Responsibilities
      - i. Members need to Thank the Career Readiness Fair, Headquarters chairs help with events, all members help with awards, and registration.
- 4. 2018 Awards
  - a. Select review committee
    - i. Review needs to be done by February 26.
    - ii. Volunteer for writing the summaries for presentation.
      - 1. Megan, Jamie, and Margie were appointed to this committee.
  - b. Nominations for Spirit of Advising
    - i. Nominations were submitted for this award.
- 5. BOD Nominations – Committee Work
  - a. Process to fill current and upcoming vacancies
    - i. Jamie Diehl & Margie Chinadle will complete their term at SLC.
  - b. Term calendar
- 6. Leadership Rally
  - a. SUB at MSU
  - b. Future locations
- 7. 2018-19 Planning
  - a. Contracts & Personnel Decision
    - i. Margie moved to move forward with hiring an Executive Director with a committee working out detail of job description. Dustin seconded the motion, and the motion passed.
    - ii. Jamie, Megan, and Dustin were appointed
- 8. By-Laws Roll-Out
  - a. A review of this process was finalized and put into place.
- 9. State Officer Contracts
  - a. There was discussion on whether changes should be made to allow flexibility when conflicts arise.
    - i. Margie moved to allow they specific conflicts this year regarding meeting attendance and policy well be reviewed at the next meeting. Kacie seconded the motion, and motion passed.

### **Announcements -Noon**

- 1. Summer meeting dates:
  - a. June Meeting at Grace Event Center (Bozeman)- June 4/5 – SEC Meeting, June 5/6 – BOD Meeting

b. July SEC Meeting at American Explorers (Emigrant) – July 26-28

**Adjournment**

Meeting was adjourned at 12:00.