

Board of Directors Meeting Agenda

Saturday, September 16, 2017 2:30 pm – 4:30 pm
West-MEC • 5487 N 99th Avenue • Glendale, AZ 85305

Sat, Sep 16, 2017 2:30 PM - 5:00 PM MST

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/656444261>

You can also dial in using your phone. United States: +1 (224) 501-3412

Access Code: 656-444-261

Welcome

Stephen Weltsch

Quorum Verification and Review of Agenda

Stephen Weltsch

Consent Agenda

Stephen Weltsch, Pam Ferguson

Action Items:

- Approval of July 15, 2017 Minutes
- Approval of ACTEAZ Representatives at National Conference Delegate Assembly on **December 7th from 10 am to 11:30**, Representatives:
 - Curt Bertelsen
 - Rachael Mann
 - Thomas Bogart
 - Alternate, Pam Ferguson
- State Quality Association Awards Breakfast (**Saturday, December 9 at 8 am**)
Representatives:
 - Pam Ferguson
 - Shelly York
 - Curt Bertelsen
 - Rachael Mann
 - Thomas Bogart
 - Lisa Doll
 - Cathie Raymond
 - Mike Neu
 - TBD by final conference attendee list
- Shredding of 2010 – 2011 documents according to Retention Policy, Officer will sign-off
- Thank-you letters sent to all Sponsors with 501 C6 statement

Action Item: Adoption of Annual Budget

- *Explanation and Discussion*

Action Item: Signers on Banking Accounts

- Stephen Weltsch, Julie Stockwell, Dennis Esparza, Shelly York

Additional Items:

- Student Scholarship Checks mailed to colleges
- Lori Luzier on Financial Committee with Dean Petersen

ACTEAZ and Affiliates Signature Form for Board of Directors

Pam Ferguson

Affiliates sign form.

ACTEAZ By-Laws Revisions Updates

Pam Ferguson, Amanda Nolasco

Action Item: Goal is to Review and Pass By-Law Revisions

These By-Laws may be amended by two-thirds favorable vote of the Board of Directors provided that:

- A quorum is present
- A copy of the proposed amendment revisions is in the possession of the members of the Board of Directors at least fifteen (15) days prior to the meeting at which action is to be taken on the proposed amendments. This was done

Amendments to these By-Laws become effective immediately if prior conditions for changing the By-Laws are met.

- ACTEAZ Constitution, By-Laws and Policies on website for Review
- Review of the Updates- Please go to the website or review on TV screen with us
- Questions and Discussion

Action Item: Continuance of ADE Grant

Discussion Items:

- Classes Report
- Teachers Trained
- Upcoming Classes
- Future Goals
- Grant Renewal Application

New e-mail for all ACTEAZ Premier Series correspondence. PremierSeries@acteaz.org.

Update on Arizona Teacher Certifications

Curt Bertelsen

Executive Directors' Report

Pam Ferguson, Shelly York

Discussion Items:

- National Quality Association Award Application Due **October 15, 2017**
- Taxes will be filed by **November 15, 2017** deadline
- National ACTE Conference in Nashville, **December 6-9, 2017** at the Gaylord Opryland in Nashville, with the **advance registration rate valid through October 27**
 - National ACTE Leadership Session in Nashville. Please sign up for this session -
- This year's ACTEAZ/ACOVA Mid-Winter Conference **February 1-2, 2018**
- National Policy Seminar Crystal Gateway Marriott **March 5-7, 2018**
- ACTEAZ Insurance Policies Travelers Liability and Officer Insurance has been renewed and paid in July 2017
- Job E-Blasts - Send info to Tony York at tonyyork@acteaz.org
- Committee to Clean Out Storage Room and Bring Outdated Records to get signed off and shredded.
- Responsibilities of the Consultants

Region V

- National and Regional Fellows Opportunities
- Rachael Mann is now on Region V Policy Committee
- Lori Luzier selected by Region V for Awards Committee for 2nd year of service
- Region V Leadership Conference in Colorado Springs **April 11 – 14, 2018**

ADE Report

Cathie Raymond

Cindy Gutierrez to attend for Cathie Raymond.

Discussion Items:

- Summer Conference Survey (Review)
- Attendee Numbers
- Sessions
- Computer Labs
- Call for Presentations for 2018
- 2018 Summer Conference Meeting TBD
- Date for 2018 – July 13 to 18, 2018
- Future Summer Conference Contracts currently signed thru 2019
- Upcoming discussions for 2020-2022

ACTEAZ Employees Discussion

Stephen Weltsch

Action Item:

- Discussion on the difference between consultants and employees
- Should ACTEAZ also have employees

ACTEAZ Lobbyists

Tina Norton

Action Item: Continuance of Designated Lobbyist: Tina Norton

- Paperwork will be submitted by Tina Norton to Secretary of State with updated information on our Alternate Lobbyists on behalf of the Board of Directors.
- Tina will continue to file our reports as needed since she is the Designated Lobbyist.

Action Item: Alternate Lobbyists

- Stephen Weltsch, Julie Stockwell, Curt Bertelsen, Dennis Esparza, Amanda Nolasco, Rachael Mann

Discussion Items:

- Advocacy Agenda to be approved as part of Strategic Plan
- 501 C6 can endorse CTE issues as a non-profit-we cannot endorse candidates

Action Item: Approval to Sign Contracts

- ACTEAZ/ACOVA Mid-Winter Conference February 7-8, 2019
- Corporate Consulting Contracts or 1099 Consultants
- Association Election Voting Contract
- Summer Conference Contracts Hotels, Computer Labs and other contracts in relation to the Summer Conference
- Exhibitor Contracts
- Technology and Computer Contracts
- Service Contracts
- Rent Contracts
- Professional Development Contracts
- Others that may come up for Association

2017 – 2018 Goals

- Building Advocacy and Increasing Member Advocacy List signups on Website
- Bridging ACTEAZ and Affiliates
- Expanding Industry Partnerships to include Exhibitors and Sponsors Recruitment
- “Goals from Retreat” (Discuss Fall Retreat Recommendations for Goals)

Action Item: Pass Goals**CTE Super Heroes****2017 – 2018 Board of Directors Meetings**

Board meeting dates:

September 16, 2017 (Fall Retreat)

7:30 am-4:30 pm

West-MEC

October 23, 2017

4:00 pm-6:00 pm

West-MEC

January 8, 2018

4:00 pm-6:00 pm

West-MEC

February 2, 2018 (Mid-Winter)

1:00 pm-3:00 pm

Prescott Resort and Conference Center

April 23, 2018
4:00 pm-6:00 pm
West-MEC

July 14, 2018 (Summer Conference)
5:00 pm-6:30 pm
Westin La Paloma Resort

Affiliate and Special Group Representatives' Reports

(Please make sure you have filled out form for Secretary to include in minutes)

- AATA, Brody McGuire
- ABEA, Gregg Pelka
- AZ Curriculum Consortium, Lisa Doll
- ACOVA, Aron Schmidt or James Grieshaber
- AME, Bernadette Russoniello
- ATIEA, Brady Mitchell
- AZHCEA, Tiffany Brown
- Business / Community Partnerships Mike McAfee
- Community College, James Perey
- Counseling Representatives, Jan Fellow
- FACS Ed, Shawn Morris
- Fellowship Program, Christine Nelson, Mike Neu, Sharon Metzger, Jessica Reinsch
- Financial Review, Dean Petersen or Lori Luzier
- Global Pathways Institute, Bill Symonds
- Joint Technical Districts, Amy West
- University Representative, Nicole Hampton
- Workforce Development, Randy Kimmens

Reminder: Please turn in or e-mail report form to Rachael Mann to be included in minutes.

Good of the Order

Stephen Weltsch

Adjournment

Stephen Weltsch

Action Item: Adjournment

Next Meeting Reminder:

October 23, 2017
4:00 pm-6:00 pm
West-MEC