

IOWA BUSINESS EDUCATION ASSOCIATION
Executive Board Meeting
Airport Holiday Inn, Des Moines, Iowa
Ambassador Room
Thursday, October 13, 2005

CALL TO ORDER

President Marcia Henke welcomed everyone and called the meeting to order at 7:15 p.m. in the Ambassador Room at the Airport Holiday Inn, Des Moines, Iowa. Present were Alethea Stubbe, Jody Emerson, Marilyn Watkins, Kimberly Schultz, Colleen Hunt, Lois Roth, Lu Ann Farrell, Pam Uhlenkamp, LouAnn Langreck, Dianna Briggs, Barb Bielenberg, Gloria Paulsen, Deb Jones, Sue Elwood, Kelli Diemer, Cindy Weeks, Lou Ann Knorr, and Lana Hoffman.

ADDITIONS TO AGENDA

Dianna Briggs moved to add the Iowa BEST Award as a discussion item under “New Business.” Lois Roth seconded. The motion carried.

Lou Ann Knorr moved to add common course numbering as a discussion item under “New Business.” Deb Jones seconded. The motion carried.

SECRETARY’S REPORT

The minutes of the May 7, 2005, Executive Board meeting were presented by Lana Hoffman. Lois Roth moved to accept the minutes as submitted. Jody Emerson seconded. The motion carried.

TREASURER’S REPORT

LouAnn Langreck presented the treasurer’s report dated May 7, 2005, to October 7, 2005, with the following balances: checking account balance, \$35,508.50; CD account (Hoffman), \$1,737.23; CD account (Hills Bank), \$3,218.78. Alethea moved to accept the treasurer’s report and Lu Ann Farrell seconded. The motion carried.

The budget for 2005-2006 was presented.

EXECUTIVE BOARD REPORTS

President. Marcia Henke expressed appreciation to the Board for their service. She recognized Sue Elwood as president-elect and convention chair. Last spring she attended the NBEA Convention in Anaheim, California. She attended two Program Management Committee meetings last summer, one of which was a committee meeting for the Iowa BEST Award. As a

member of the Convention Planning Committee, she sent out 45 letters and raised \$1,645 as well as collected door prizes for this year's convention.

President-elect. Sue Elwood chaired this year's convention. The theme is "Business Education—the Stepping Stone to Success." The past year she attended the Program Management Committee meetings. She served as the IBEA Post-secondary Representative. She also served as co-chair of the Global Perspectives committee.

Past President. Alethea Stubbe reported that she prepared materials for newly-elected area representatives, attended the Program Management meetings held throughout the year (3-4 annually), coordinated the Drake Credit option (tuition is \$90 and participants will earn one hour of graduate credit), arranged the Past President's breakfast for 11, and updated the Past President's notebook.

Alethea recognized the Nominating Committee for preparing the 2005 Slate of Officers. Members include Dianna Briggs, Executive Secretary; Tammy Vrzak, Area 1a; Gloria Paulsen, Area 7; Bonnie Beorkrem, Area 9; Norma Bowersox, Area 10; and Lois Roth, Area 16.

In addition she thanked the Board for allowing her to serve as IBEA President-Elect, President, and Past-President. It was an invaluable professional experience, and an opportunity for her to make many wonderful new friends across the state. A copy of her report is attached to the minutes.

NCBEA. Jody Emerson reported that she attended the Program Management meetings where she serves as co-chairperson for the Entrepreneurship subcommittee. In June she attended the two-day first annual Entrepreneurship Workshop in Des Moines, Iowa. She will attend the NCBEA Convention on November 10-12, 2005, in Indianapolis, Indiana. She will also attend the NCBEA Executive Board meeting and give a report for Iowa and work on the Marketing/Linkage subcommittee. She reminded all IBEA Board members that they are required to join NBEA.

In Indianapolis at the NCBEA business meeting the following amendment will be voted on: The Administrative Board on October 14, 2004, approved the following Bylaw change which was proposed by the Bylaws Committee. The proposed change would include the Webmaster on the Administrative Board. The change would be in Article VI, Section 2 and would read as follows:

Article VI

Section 2: The Administrative Board shall consist of:

- a. The Executive Committee
- b. The other NBEA representative
- c. The student representative
- d. The state representatives
- e. The NCBEA newsletter editor
- f. The Webmaster
- g. The president and executive director of the NBEA and the representative from the North Central Region shall act as ex-officio, non-voting member.

Jody reported 131 NBEA members including 128 professional members and 3 retired members. She recognized local NCBEA officers: President-elect Barb Bielenberg and Secretary, Beth Sindt.

The *Technology Activities for Business Education* CD is available online at www.ncbea.net. The 50/50 Chance drawing will take place during the luncheon on Friday. A written report is attached to the minutes.

IACTE & Legislative. Kelli Diemer reported that in July the House and Senate both passed versions of the House Labor HHS-Ed appropriations bill which funds Perkins. At that point both versions authorize funding at lower levels than that of 2005. The staff from the House and Senate are working together to come to an agreement possibly by Thanksgiving. The appropriations piece of this continuing resolution may be at risk of receiving less funding until an agreement is reached.

The IACTE Conference will be held Thursday and Friday, November 10-11, in Ames at the Gateway Center. The theme of the conference is "The Future Depends on Us" because the future of career and technical education relies with the support it gets from all levels.

Executive Board Secretary. Dianna Briggs presented a list of lifetime members and an updated Executive Board list. As of October 12, 2005, the membership was reported as 241. She distributed a list of area teachers to area representatives for them to verify.

Newsletter Editor and Webmaster. Sue Elwood encouraged members to send information to be published on our web site.

Historian. Barb Bielenberg provided a list of times pictures would be taken during convention and indicated that she will be showing a PowerPoint of last year's convention at the brunch.

Program Management Committee. Kimberly Schultz presented a list of members for the 2005-2006 school year along with scheduled meeting dates. She further explained the subcommittees of Mentoring, Assessment, and Image. The first of three scheduled ICN sessions was held on Wednesday, September 28. A second session is scheduled for Wednesday, February 1. At the convention members will be given a CD with assessments for each of the Iowa Standards. The Image Committee created a brochure that will be given to all convention attendees at the luncheon. If interested in an electronic copy, contact Colleen Hunt. She explained the Iowa BEST award.

Department of Education. Colleen Hunt discussed the importance of the Program Management committee. Students will be in attendance at convention to assist. The Department of Education is providing *Choices* free to middle schools, high schools and community colleges this school year. At area representative meetings an entrepreneurship CD will be given to every teacher. The Department of Education approved \$2500 for our keynote speaker.

Public Relations. Lu Ann Farrell submitted a written report. On May 16 she sent out 16 letters to selected newspapers across the state of Iowa announcing our IBEA convention. On October

22 she will send out letters to the Outstanding Service to Business Education, Years of Service awards, and a letter to the administrators of the IBEA Board members, Planning Committee, and Area Representatives so that these members may be recognized for their contributions to their profession.

Awards. Lois Roth submitted a written report. Nominees for awards included Outstanding Secondary (5), New Outstanding Secondary (1), Service to Business Education (5), Distinguished Service and Scholarship (2). There were no nominations for Hoffman, New Post-Secondary, and Post-Secondary.

Lois Roth presented the following proposals: Distinguished Service Award – Nominee has offered extensive support toward programs in business & technology education. Examples could include: educator, college dean, school administrator (superintendent or principal), community leader, legislator, etc. Nominee has not received the Outstanding Business Educator Award. (All nominated are recognized with a certificate. No one winner.)

Service to Business Education Award—Nominees must be businesses or business persons who have made a major contribution to business education. (All nominated are recognized with a certificate.)

Nominating. Alethea Stubbee presented the following slate of officers that will be voted upon at the annual business meeting: President, Susan Elwood; President-Elect/Convention Chair, Lana Hoffman; Secretary, Edna Stiefel; Treasurer, LouAnn Langreck; IACTE and Legislative Representative, Kelli Diemer; Area 1a Representative, Sharon Keehner; Area 7 Representative, Gloria Paulsen; Area 9 Representative, Bonnie Beorkrem; and Area 10 Representative, Diane Fickel; Area 16 Representative, Jeane Schweitzer.

Convention Site: Patrick Geer presented a written report stating that the IBEA convention for 2007-2008 will be held at the Airport Holiday Inn in Des Moines. Included in the contract are three complimentary rooms, one of which can be either an additional sleeping room or a hospitality-style room, and the room rate is \$77 for attendees.

AREA REPRESENTATIVES

Areas 1a and 1b, 3, 12, and 16 submitted written reports which will be published on the web.

Areas 5, 6, 11a, and 11b, 12 are beginning their plans for an area meeting.

Areas 2, 4, 7, 9, 10, 13, and 14, and 15 submitted no reports.

UNFINISHED BUSINESS

Distinguished Service Award. Lois Roth moved to approve the proposals regarding the Distinguished Service Award and Service to Business Education Award. The motion was seconded by Pam Uhlenkamp. Motion carried.

Proposed Amendment: Lou Ann Knorr moved to present the following proposed amendment to the general membership. Cindy Weeks seconded the motion. Motion carried.

ARTICLE VII – EXECUTIVE BOARD, NON-VOTING MEMBERS

Section 6 (Existing Section 6 will become Section 7)

The following proposal to change the Constitution (Article VII, Section 6) will be presented to the Executive Board and the General membership at the Annual Meeting of the Iowa Business Education Association on October 14, 2005. The change would add the chair of the Program Management Committee to the Executive Board as a non-voting member.

ARTICLE VII – EXECUTIVE BOARD, NON-VOTING MEMBERS

Section 6. Program Management Representative. The chair of the Program Management committee, if not currently an IBEA Board member, will become an ex-officio member during their term of service.

Area 4/12 Representative. Alethea Stubbe explained that Area 4 is without a representative. Marilyn Watkins Area 12 agreed to include Area 2 on a trial basis.

NEW BUSINESS

Appointment of Student Representative. Marcia Henke and Dianna Briggs will be contacting a student to serve on our Board.

Appointments: Executive secretary, Dianna Briggs; Newsletter/Webmaster, Sue Elwood; and Historian, Barb Bielenberg

Appointments of Standing Committees: The following appointments were made: Public Relations, Lu Ann Farrell; IACTE & Legislative, Kellie Diemer; and Awards, Lois Roth.

Iowa BEST Award. Deb Jones moved that IBEA provide monetary support of the newly created Iowa BEST Award by placing it as a line item in the budget. After discussion, Deb Jones withdrew the motion. Deb Jones moved to add the Iowa BEST Award within the IBEA Constitution in the Award section. Lou Ann Knorr seconded. Motion carried.

Common Course Numbering: Lou Ann Knorr discussed the three letter acronym and numbers that all area colleges will be implementing. Pam Uhlenkamp moved that a letter be written by IBEA in support of a change of the acronym “OFF” (for Office which was selected by the common course numbering committee) to something more current.

Alethea Stubbe moved to suspend the procedures for changing the Constitution. Dianna Briggs seconded. Motion carried.

Future Convention Dates. President Marcia Henke provided a list of future convention dates.

November 10-11, 2005, IACTE, Ames, Iowa

November 10-12, 2005, NCBEA, Indianapolis, Indiana

April 12-15, 2006, NBEA, Tampa, Florida

October 12-13, 2006, IBEA, Des Moines, Iowa

Other convention dates may be found on the agenda attached to the minutes.

The next Board meeting will be held April 22, 2006, in the Ambassador Room at the Airport Holiday Inn.

Alethea Stubbee moved to adjourn the meeting at 10:30 p.m. Dianna Briggs seconded. The meeting was adjourned.

Respectfully submitted,

Lana L. Hoffman