

**IOWA BUSINESS EDUCATION ASSOCIATION**  
**Executive Board Meeting**  
**Airport Holiday Inn, Des Moines, Iowa**  
**Saturday, May 1, 2010**

**CALL TO ORDER**

President Deb Jones welcomed everyone and called the meeting to order at 9:32 a.m. in room 298 at the Airport Holiday Inn, Des Moines, Iowa. Present were: Deb Jones, Dana Lampe, Kathy Larson, Kelli Diemer, Lou Ann Knorr, Tony Sneiderman (Student Rep), Barb Bielenberg, Lois Roth, Kathy Steffensmeier, Cindy Murphy, Sandy O'Brien, Patrick Greer, Mark Ryan, Sharon Keehner, Sandy Warning

Reimbursement forms were distributed. Patrick instructed members to complete and turn in to him.

**TREASURER'S REPORT**

See attached report.

Patrick Greer reported that there is not a lot of activity in the 3rd and 4th quarters. We had better than expected registration for Fall conference which increased our available funds. Patrick suggested moving some money from checking into a money market to improve interest rate.

Cindy Murphy questioned the IACTE membership fee. Dana will prompt IACTE to send an invoice for \$5 per IBEA member. Generally IACTE sends Cindy an e-mail requesting a membership list and then we send payment.

Meeting expense—there have been two reimbursements so far. Meetings early summer can still count towards this. Some were concerned that the budget set for Area Reps meeting was not high enough but it has been fine for the expenses that were submitted.

Board voted last fall to have the Treasurer bonded—included in the budget.

Renewed web hosting—included with web master

Deb asked what webmaster stipend was-\$600 per year

**EXECUTIVE BOARD REPORTS**

See attached reports

## **AREA REPRESENTATIVE REPORTS**

See attached reports

## **OLD BUSINESS**

Convention Site Selection. Mark Ryan distributed a listing of hotels that were solicited--those who submitted a proposal were listed at the bottom. There was a strong desire at Fall meeting to plan future conferences in Des Moines. Airport hotel did not respond, Mark personally made contact--still no response. When they eventually did touch base, the dates suggested were not available at Airport.

Survey results showed that IBEA members would like to move the conference to Thursday evening and Friday. Respondents also suggested moving the location back to Des Moines. Do another RFP with Thursday and Friday.

Deb Jones mentioned that she had toured the new Ag center. Room rates were higher than hotels.

There was discussion on Waterloo casino hotel—it may be possible to qualify for a grant for partial funding. Waterloo is still more central.

Roger Davis did check with Isle in Waterloo, could hold meetings at Hawkeye. They did not submit a proposal because they do not have breakout rooms. Planning for 2012--waiting for IACTE to see if they would like to do a combined conference. Dana reported that they were looking at some location sites. Discuss attendance. What does Bus Ed want from IACTE? Together? What type of workshops would we like, etc. Suggested that their next conference only be for the “leaders” Were they looking at summer conference time with budget? Dana reported that IACTE will be looking at other things. Last year there was discussion of cancellation. Kelli reports that with tight budgets we need to see people in attendance for this conference. Kelli reports that there is typically low business attendance at IACTE. Lou Ann—what about trying a summer session because of tight school year budgets. Barb related a conference in Missouri – joint venture with break out sessions. Because we have to plan so far out, we would need to start planning now. Kelli talked with Industrial Tech people who also may be interested in a joint conference.

Deb. Can we propose a question to them to plan a meeting or conference call with all groups to discuss a joint venture. Dana – department of ed does put in money towards this conference. Discussion of relationship between individual organizations and IACTE. Deb – share keynote speaker, share meal expenses but still have own break off sessions so that integrity is still maintained.

Kelli – CTE teachers need to band together to keep CTE strong. Retirements are also influencing school program areas. Need to show strength in coming together.

Dana will suggest that IACTE make contact with all boards to discuss a joint conference. Sharon, should we invite them to have something at IBEA? Two different views on the committee currently. Discussing having a full conference or leaders only. Have something at the IBEA conference to present something about different organizations. Needs to be something that is catchy Could have a large group session. If IBEA came up with a good speaker, to go along with professional development, could request money from dept of ed. Kelli will get some speaker ideas and get them to Sharon for the IBEA conference meeting next week. Dana will present to IACTE suggestions and then report them to me to get to the IBEA conference committee meeting. Pose questions....let them know our dates and conference location to see if there is a possibility they would like to join us this year.

2012 would be willing to work on a joint conference. Mark presented survey results about conference dates preference.

Mark – what is preference for conference planning for 2012. 80% of survey respondents wanted it in Des Moines. Focus on Des Moines...check on parking, and other issues. Wait for IACTE conference call to determine the dates that we will be checking on. Thursday, Friday in October in Des Moines.

## **NEW BUSINESS**

Membership – Cindy Murphy. See attached report.

Membership information--numbers are slightly under what we had last year. If we include all summer workshop registrants, our numbers should be up for next year. We have changed process of collecting dues for those attending summer workshops and it has worked well. Cindy can report members by break out. At Large and students are reported else where.

2010 Convention Update – Sharon Keehner.

Roger is doing the program. Kathy Larson will take over exhibits. Report – theme ideas.

Summer workshops, convention needs to follow up on professional development areas. Continuous improvement.

Paypal continues to come up. Would we like to use it? Sue recommended to scratch PO's because they are slow to process. Patrick would have to keep track of who pays. Paypal free to set up but there is a fee for each. Discussed raising fees to accommodate this fee.

Executive board members should bring something for the silent auction. Also will take door prizes.

Publicity – hash tag for twitter, blogging, conference volunteers to tweet and blog during the conference. Patrick suggested streaming video.

Department of Education Information – Kelli Diemer

Perkins funding is divided into 2—general funds. Tech prep funds started out supporting program of study. Connecting the secondary and post secondary. Similarities tech prep and regular CTE programs. Tech prep money also supports the tech person in our area. Possibility that tech prep may disappear since there are so many similarities between the two areas. Most states have selected to combine the areas.

CTSO recognition awards ceremony. Have missed a couple of years recently. Anticipates that it will be held again. All CTSO's have different methods to nominate that person. Kelli suggested that we do something at the IBEA conference to recognize business education students. Some schools have a business honorary society. Discussion—give them a token gift to honor business students. Brainstorm over lunch and maybe we could discuss at conference planning session. What expenses would be involved? How to honor them?

Discussion – Have form similar to Iowa Best Award. The student fills out paperwork and then have signed by teacher. Then present certificate. Teacher can then take certificate to student. Kelli suggests that we introduce at this year's conference. Introduce to board meeting. Motion (Sandy) that a sub committee is formed to formulate this program for introduction to executive board.

Kelli – attended session at NBEA. Promoting your business ed program. Share ideas of promotion. Workshop at IBEA, summer workshop, Celebrate the programs who are above and beyond. Teachers of the year to lead roundtables. Promote the programs not individual classes.

Send a letter of support for tech prep funding. Dana will ask IACTE to whom the letter should be sent. They lobby for tech prep funding. Give some details on how to write a support letter.

Sandy made a motion that Deb, as president, send a letter to ACTE and IACTE in support of keeping tech prep funding separate, Barb second. Lou do any of our Iowa officials sit on the committee. Table while Kelli is looking for information.

Lois submitted an amendment to the motion that the letter is sent also to the appropriate legislator. Tom Harkin. All in favor. Amendment has passed

CTSO Grant. Money made available by IDED to help support initiatives to support targeted industries – health, banking, insurance, technology. Help students understand the importance. Grant put together with CTSO representatives. Career Awareness fund. Targeted toward technology. \$40,000. IBEA may need to play a special role because we need a fiscal agent. Suggested that IBEA play that role. Kelli read the summary. MOU (Memo of Understanding). More specific details on group responsibilities. IBEA responsibilities and joint responsibilities. Work with CTSO's to

carry out guidelines. Could each student organization keep some of their own bills and submit at a certain time? Kelli – Bills would be paying the CTSO technology person and then the CTSO would have a time sheet/approval form. Patrick questioned payroll...Independent contractor, 1099. Grant for one year and could be renewed.

Motion is made to become the fiscal agent for the CTSO grant, Sandy. Sharon seconded the motion. No discussion, motion carried.

Kelli hopes that the business website will be presented at the IBEA conference.

Sandy Warning - Areas 3, 5 and 11B are up for election. Also need an area 7 (Sandy is retiring). 4 and 12 are still open.

First time attendees stipend. Proposal on past president report. Add a line item in the budget for first time attendee stipend to be awarded by past presidents. IBEA past presidents would provide funds to pay the registration fee or pay a set amount to the awardees. The number of awardees would be determined by the amount in the fund. The IBEA treasurer would be responsible for depositing the funds and writing checks to the awardees. Publicize to past presidents.

Motion to the Fall agenda. In the mean time, Kimberly Schultz will send info to past presidents.

Program Management – report attached. Summer Workshops.

Sandy acknowledged Kelli and her work with program of study Perkins meetings.

Awards. Business Horizons.

Career Readiness handout

Awards – All info comes to Lois and everyone who is nominated is eligible to win the state award. Updated numbers.

Program management – discussion – look at Iowa Best so that they can still qualify not having some of the areas fulfilled.

IACTE – Dana. Report attached. Karen Swanson elected IACTE second vice president. Conference discussion (listed earlier). National Policy Seminar. 5 student went. Kelli accompanied. \$1000 each. Met with representatives. Dave Bunting elected region 3 vice president. He needs to be replaced. Lines 1-5 explain the position. Region III conference in Kansas City.

Remind Sharon that we would like to use facebook to remind about conference. Suggest changing the name so that it would come up on a search.

**FUTURE CONVENTION DATES**

Dec. 2-4 in Las Vegas. ACTE.

NBEA in Boston – Easter Weekend.

Meeting adjourned 1:10 p.m.

Submitted by:

Kathy Larson

Attachments