

**Business Professionals of America, Ohio Association  
Executive Board Meeting Minutes  
December 11, 2015**

**Call to Order**

The regular semi-annual meeting of the Business Professionals of America, Ohio Association was held on Friday, December 11, 2015 at 9:33 am, in the large meeting room of the Drury Inn & Suites, the Chairperson being in the chair and the Secretary being present. The minutes of the last meeting were read and approved.

**Roll Call**

**CEAC Members Present:** Peter Clark (1); Mike Davis (2); Carrie Wiant (3); Dave Rashley (4); Angela Wright (5); William Alexander (8); Kristofer Doran (11); Becky Landen (13 and chair); Jennifer Jorrey (14); Mary Leonard (15); Paige Cromwell (16); Christie Leis (17); Mary Ellen Swinger (18); John Stalcup (19).

**State Officers:** Michaela Frank, Ethan Neth, Haylee Hanes, Joshua Harper, Joseph Kennedy, Addison Hart.

**State Staff:** Barbara Trent, Sarah Crist, Roger Fulk, Amy Burris, Jerry Kuhn, Kris Vigneron, Hamet Ly

**Guests:** Jill DeWert

**Approval of June 5, 2015 Minutes**

Secretary Haylee Hanes moved the approval of the June 5, 2015, minutes as printed; Mike Davis seconded. Motion unanimously approved.

**Financial Report**

Treasurer Joshua Harper reported the Fall Leadership Conference expenses and incomes. Fall Leadership made a profit of \$1,165.72 without the parking expenses. Barbara Trent added that FLC has shown a deficit for the past two years.

Regional Finances were discussed and a handout was distributed for appropriately conducting regional business.

**State Officer Team Report**

President Michaela Frank discussed the SMART Goals set by the new officer team.

**Membership Update**

Vice President Ethan Neth shared the current membership of Ohio BPA is 7,998 student members and 294 advisors, for a total of 8,292 as of Thursday, December 10, 2015.

**State Officer Screening**

Historian Joseph Kennedy spoke on behalf of the intent to screen and the screening process. Overall feedback was positive.

**Fall Leadership Conference**

Amy Burris shared the Fall Leadership Conference registration experience which 105 Advisors, 186 voting delegates, and 1,595 members attended.

Parliamentarian Addison Hart had a personal experience about Officer Candidate Orientation and Networking and shared the facts about the event. Addison believed Networking allowed the candidates to create a bond with each other before becoming a team.

### **State Leadership Conference- EVote**

Secretary Haylee Hanes addressed the E-voting process used in this year's FLC event. It did create a difference in the outcome of the state officer team results.

Ms. Hanes moved that e-Voting remains an option for the 2016 Fall Leadership conference. Christie Leis seconded. John Stalcup opened the discussion of E-voting. Mrs. Landen issued a call to vote, the motion passed unanimously in favor of continuing the e-Voting process.

### **Competitive Events**

Treasurer Joshua Harper discussed the changes in competitive events at the state leadership conference.

### **State Leadership Conference**

Weather related registration/hotel cancellation policy – If unable to travel to State Leadership Conference because of dangerous weather conditions, you will be able to make cancellations and receive the paid registration fees. Each chapter is to call hotel individually, to cancel reservation. If rooms are not canceled, then you have to pay for the hotel stay.

Ohio Internship Program - Vice President Ethan Neth explains the Ohio Internship Program. These Interns will be helping in key volunteer positions needed at the State Leadership Conference. Kristofer Doran opens up discussion for the Intern Program. Leadership Academy Time: 7:30-9:30 PM. Peter Clark suggested a stipend in return for Internship role equal to a ¼ of a hotel room. Intern deadline for application will now be February 5, 2016.

The sale of trading pins, by Interns, should provide enough funds to pay for a scholarship for one intern to attend Ohio Business Week. Vice President Ethan Neth moved that the funds generated from the sale of NLC trading pins be used to pay for one scholarship for an Intern to attend Ohio Business Week. Addie Hart seconded the motion. Motion passes unanimously concerning the funding of one scholarship for an Intern to attend Ohio Business Week.

Organization Event- Advisor Duties – Each assessment area will have its own manager to ensure training for their judges and preparation of administrators prior to SLC. Ms. Burris opened the discussion regarding open events. She believes in achieving an 85% or higher to make it onto the stage. Ms. Burris strongly believes in bringing outside judges in for the grading room as well.

Middle level events will be added in with secondary events this year. The middle school teachers believe the kids are wanting to observe the secondary level.

## **Submitting Regional Qualifiers**

Each Region needs to turn in the excel sheet with the listed students advancing to state. The registration will be from January 19-February 18, 2016. If student is not on list, then they will not compete at state.

## **Thursday Night**

Michaela Frank advised the CEAC members about the Thursday Night of SLC events, including the Movie Theater and Blue Jackets game. Reminder – it will be St. Patrick's Day be very aware of your students.

## **Committees**

The purpose of using the committee format is to increase the collaboration and contribution of CEAC members in attendance to strengthen the Ohio Association. Divided into Groups at 11:04 am.

## **Committee Reports**

### *Host and Service Committees*

Host and Service communities joined together in planning for the upcoming State Leadership Conference.

*Goal 1: raise money for special Olympics with an inflatable bouncy*

*Goal 2: conduct a canned food drive and donate to the local food bank*

*Goal 3: arrange a game room to keep kids entertained – look into Microsoft store in Easton as a possible sponsor.*

*Goal 4: selling state shirts with sponsors on the back (see skills usa for ideas)*

### *Sponsorship Committee*

Sponsorship Committee wants to create different levels of sponsorship.

*Goal 1: Amy Burriss to get a letter generated and signed by Dr. Gratz endorsing support of Ohio BPA*

*Goal 2: Amy Burriss to create a list of current State and National sponsors.*

*Goal 3: Have local advisors share their connections in order for the sponsorship committee to make contact with the potential sponsor.*

*Goal 4: finalize the levels of sponsorship.*

### *Trading Pin and Contest / Recognition*

Review of the rules and notations were made to the current trading pin competition paperwork.

*Goal 1: Make changes as noted by the committee on the trading pin competition paperwork.*

*Goal 2: Be sure to include a works cited as part of the design submission process.*

*Goal 3: Change pin voting, have the top 25 decided on by an outside judge (Art Institute instructor) then each school gets five total votes for the pin designs they want.*

#### *Membership Committee*

The membership committee focused on Middle level and Post-Secondary level.

*Goal 1: work on sponsorships to help defer the costs for PS involvement.*

*Goal 2: educate graduating seniors on how to become part of the PS division.*

*Goal 3: find a way to focus on the ML achievements – encouraging them to continue the Business Administration Pathway or IT Pathways into high school.*

#### *Strategic Planning*

The membership committee began looking at the National BPA long term plan and began piecing together what is important to the Ohio Association. The timeline for the plan is 2016-2021.

*Goal 1: John Stalcup will create a template for the Strategic Plan by the next meeting in June, 2016.*

*Goal 2: Amy Burris will survey BPA advisors on what topics they would like to learn about.*

*Goal 3: Investigate a mentorship program between new advisors and seasoned advisors.*

*Goal 4: focus on these three goals for the plan: service learning; advisor education program; strengthen membership connections (membership training)*

#### *Ethics Committee*

Ethics committee began looking at the Ohio BPA as an organization and began determining areas of need.

*Goal 1: Develop a grader orientation that all graders must complete.*

*Goal 2: Officers can create tweets and videos concerning ethics and professionalism resource manual.*

*Goal 3: Update the removal of officer handbook to include a communication plan with local and district authorities.*

#### *By-Laws*

By- Laws Committee worked through the constitution which is due to be rewritten but want to update wording to include: promote different additional education after high school; every region to have a constitution; ethics of officers also should be included.

### **Honorary Life Membership**

Historian Joseph Kennedy discussed Honorary Life Membership. Carrie Wiant moved to nominate Vince Bologna for Honorary Life Membership. Seconded by Christine Leis. Unanimously voted and approved.

Other honors: ACTE has several awards that BPA Advisors who are also ACTE members can be nominated for such as: pacesetter awards and outstanding new career and technical teacher. National BPA has advisor awards that only students can nominate their advisors for – see the BPA Cares links on BPA.org for details.

### **Scholarship Applications**

Addison Hart Parliamentarian explained the scholarships through Business Professionals of America. There are four \$1,000 scholarships available through Ohio BPA and a \$1,000 BIT scholarship. National BPA offers information on several scholarships that can be found at BPA.org.

### **Additional Business Items**

Additional information brought up by Peter Clark wondering if the officers will be holding a workshop at SLC. This year's current officer goals did not include a workshop. At the end of the meeting, a card was signed by each CEAC member and officer for an Ohio BPA member who passed away.

### **Adjournment**

Rebecca Landen adjourned the meeting at 1:58 PM.

Minutes submitted by: Haylee Hanes

Minutes approved by: [Name]