

**Business Professionals of America, Ohio Association  
Executive Board Meeting Minutes  
June 3, 2016**

**Call to Order**

The regular semi-annual meeting of the Business Professionals of America, Ohio Association was held on Friday, June 3, 2016 at 9:31 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 sent to all members via email, read and approved.

**Roll Call:**

**CEAC Members Present:** Peter Clark (1); Mike Davis (2); Carrie Wiant (3); Dave Rashley (4); Angela Wright (5); Tina Krosse (9); Kristofer Doran (11); Lucy Ott (12); Rebecca Landen (13 and chair); Jennifer Jorrey (14); Mary Leonard (15); Jill DeWert (16); Christie Leis (17); Mary Ellen Swinger (18); John Stalcup (19).

**State Officers Present:** Ethan Neth, Haylee Hanes, Joshua Harper, Joseph Kennedy.

**State Staff:** Amy L. Burris, Kim Wolfe, Dee Sturgill, Roger Fulk, Sarah Crist.

**Approval of December, 2015 Minutes**

Secretary, Haylee Hanes, did not read the December Executive Board Meeting Minutes during the meeting. The December Executive Board Meeting were instead, emailed to each member present. Secretary Haylee Hanes moved to accept the minutes. The motion was seconded by Christie Leis. The motion was approved with no additions or corrections to be made.

**Special Olympics Ohio**

Kate Burdett discussed the fundraising competition BPA holds. The 2016 State Leadership Conference was held in March and the winner of the Traveling Trophy was Greenville High School. This brought up the topic of the various ways to fundraise that Special Olympics already organizes. These opportunities to raise money can be found on the Special Olympics Website [www.soooh.org](http://www.soooh.org). The idea was brought up at the meeting to create a video competition for Special Olympics Awareness within the Ohio Association. A video that would explain the volunteer opportunities that BPA students can take advantage of throughout the State. The Ohio BPA webpage will plan to update articles of ways to fundraise on the website.

**State Officer Team's Report:**

Vice President Ethan Neth filled the President's duty of sharing the State Officer report. Last December, the Officer Team created three goals they wish to achieve: social media growth, posting educational YouTube videos, and buddy region/skype calls.

The Social Media goal including increasing Twitter followers by 33% and Instagram followers by 75%. The Officer team exceeded their goals. Twitter followers increased by 45% and Instagram followers increased by 105%. The state officers used a tabling event at SLC to help improve the follower counts and was successful.

In working towards the YouTube goal, the channel currently has 1 new video for their term, and one in the making. The video made was called "Torch Awards in a New Light... It's Fire!". This

video helped raise awareness of torch awards, and improved our total of statesmen award winners from 88 to 155 members.

The Buddy Region email & Skype goal did not receive the response expected. Ethan Neth opened the floor to suggestions. Jennifer Jorrey did discussed the long email made her disregard the message, and suggested to shorten the length. Multiple members did not receive the email at all. Dave Rashley suggested the connection with the regional officers and the State Officers instead of advisors.

#### **Financial Report and FY17 Budget**

Treasurer Joshua Harper read the 2016 State Leadership Conference budget report. The Ohio Association spent less, and received more with an anticipated surplus of \$5,000.

The copy of the financial report was previously given and reviewed by the CEAC members. Christie Leis questioned the expenses during the 2015 Fall Leadership Conference. All questions were resolved by Ms. Burris. Joshua Harper moved to accept the FY17 budget. Mike Davis seconded the motion. There were no objections to the FY17 budget, and the financial report was approved.

#### **Membership Report**

Historian Joseph Kennedy read the membership report. The report stated currently our membership is up to 8,564 members. This total is made up of 310 advisors and 8,254 student members. This number also includes two new Middle School Chapters for an addition of 63 members. The overall membership has increased 9% from the previous year.

#### **Regional Reports:**

Amy Burris opened the floor for the CEAC members to report their regions changes. These changes can be upcoming plans or changes already made. The regions went in order from one to nineteen and Post-Secondary.

##### *Region 1:*

Peter Clark reported their region is bringing in two new Middle School Chapters. These two Chapters will then add to a total of three Middle Schools within their region. Mr. Clark also added that DECA's organization is also used in their region. Having both organizations impact the number of schools and members involved in Business Professionals of America.

##### *Region 2:*

Mike Davis reported no changes in their region.

##### *Region 3:*

Carrie Wiant reported their region attends to make slight changes. One of these changes includes starting a Middle School Chapter.

*Region 4:*

Dave Rashley reported their region is wanting to have regional officers. The region previously had Officer's but currently they do not. He believes bringing back Regional Officers will create more competition along with better communication.

*Region 5:*

Angela Wright reported their region has several changes coming up in the next year. They will be adding a Middle School chapter to one of their satellite schools. Their region will be adding a marketing program as well.

*Region 6:*

No representative present to speak.

*Region 7:*

No representative present to speak.

*Region 8:*

No representative present to speak.

*Region 9:*

Tina Krosse had several announcements to report of their region. Two advisors/programs have been discontinued, Mary Dzikowski retire and Tim Smith (networking at Polaris) is no longer an advisor. Possibly will add a Middle School Chapter in the future.

*Region 10:*

No representative present to speak.

*Region 11:*

Kristofer Doran reported their region will has no changes.

*Region 12:*

Lucy Ott reported their region has also lost school and members. The Region is interested in adding a Middle School Chapter to help improve number of members, just like Region 9.

*Region 13:*

Rebecca Landen reported their region lost one school.

*Region 14:*

Jennifer Jorrey reported their region has only slight changes. The advisor count in their region has increased by 3 more. As for their biggest change, their ECOT program will be starting four new pathways to take on more career tech programs.

*Region 15:*

Mary Leonard reported their region will be having no new changes

*Region 16:*

Jill Dewert also reported no changes to their region.

*Region 17:*

Christie Leis reported their region has "Project Lead the Way" moving into middle schools, not sure if able to start Middle Level BPA chapters at this time.

*Region 18:*

Mary Ellen Swinger reported their region has no change.

*Region 19:*

John Stalcup reported a school, Fairmont, might not have an accounting program. This is due to teacher's absence.

*Post Secondary:*

Roger Fulk reported on the plans and changes in the virtual chapters and post-secondary chapters. The secondary chapters, OU and Zanesville, will begin work together as one chapter. The Post Secondary State contest will be held in February. Roger Fulk explains he is improving his knowledge concerning how to run virtual chapters along with Post Secondary. Lastly, he reported the membership has improved over the past year.

**National Leadership Conference Feedback**

Ethan Neth, Vice President, discussed the outcome of both events and awards given at the National Leadership Conference. We had large number of winners in all categories and the Ohio Association is proud. Sadly, the areas that the association struggled in were the fundamental competitions, such as fundamental office procedures. Ms. Burris is looking into the grading of these competitions at state compared to nationals. The Officer's also enjoyed how the Middle Level gave good criticism, and great energy levels. Overall the Officers were pleased to watch the experience that members were able to have.

The main topic the CEAC members discussed was trading pins. President, Michaela Frank, previously had suggested to make trading with other states easier. Since Ohio is large, it makes our pins in less demand from the students. The CEAC board members began talking about lowering the maximum amount of pins a student could begin with to 3 of each pin design. This would be used as a precaution to stop flooding the market with Ohio pins during the National Leadership Conference. With having a limited amount of pins, the extra for sale is for the kids who truly would like to trade. It makes it accessible for those who want to trade. Lastly, pins can be bought for a class if not able to attend NLC. These pins can possibly be pre-ordered to help figure out the number of pins to be bought.

**Fall Leadership Conference Planning**

Historian Joseph Kennedy explained the planning is underway for the Fall Leadership Conference. Professional speakers, theme for the conference, and pins design will be discussed, but the floor was open for recommendations.

Kristofer Doran put forth a recommendation of a T Shirt Competition for the students. The winner would be revealed at the Fall Leadership Conference. It could be sold online and even used for NLC. Ms. Burris requested a committee to discuss other possibilities with the T Shirt competitions.

The floor was then opened to the CEAC members to discuss the advisor sessions at Fall Leadership Conference. The advisor session was planned well, but some information was not always beneficial. Mary Leonard suggested a networking session with the advisors to meet each other. She believes it would be beneficial as it would be a way for advisors to explain their own experiences and any information concerning BPA.

Ms. Burris then discussed having a parliamentary procedure session for advisors. This session is so the advisors can relay what they learned to their students which is in the curriculum for the classroom.

The Professional Speakers workshops will be mostly concerning etiquette, ethics, teamwork skill, and much more. A younger Professional Speakers might spark interest of students because they are more relatable in age. The discussion of using former State Officers in the Workshop to educate how to run to become an officer. This would help educate all students and advisers who do not understand the process. The process is a very difficult process if unexperienced. The current State Officers will create a video of how to run for a position as State Officers.

The biggest obstacles to advisors is that they do not understand the process and can affect the students who would like to run, but do not feel as it is attainable. Some regions have reported they feel as if other schools dominate all conferences. Dave Rashley explains his students take on the State Officer is that coming from a smaller school feels they have no chance. During the Fall Leadership Conference, the suggestion was made to not have names on the screen when a candidate is giving speech.

A change will possibly be made within the State Officer Screening process. Every region can still bring ten to screen. The change is each chapter advisor can only bring 2 from their class. This will help even the chances from other schools and make it equitable to smaller schools. Rebecca Landen said that she sends more kids for the skills gained from this experience. Which is what the Ohio Association is trying to accomplish. Peter Clark stated that this change will affect the number of students who will go from each region. If he could only bring two, then he believes only 2 would go for their whole region. Advisors are not pushing the students was the main issue in this conflict, which denies students the experience. After discussion it was decided to not place a limit on the number of candidates per teacher.

In planning of the 2016 Fall Leadership Conference, the Ohio Association requested to push the E-Voting. This would benefit the schools unable to travel and participate in the elections. Also improves opportunity for state officer candidates from small schools to be elected as an officer. This year a new electronic system will be tested to use which would allow in person votes and distance votes.

### State Leadership Conference Planning:

Secretary, Haylee Hanes, introduced the topic of the 2017 State Leadership Conference. Ms. Burris discussed then discussed the main topics need to plan the State Leadership Conference.

Commented [BA1]: Start Here

The interns were a large help and will be used in the following years to come. These interns were there in an emergency and helped run the grand award session. Ms. Burris would like to propose that the interns rooms will be paid for a quarter of the cost for both nights, and they will pay all registration fees. As for the Intern Application, there was both positive and negative sides to the process. Application for Interns were repetitive, yet the process for becoming a qualified intern also made schools recognise those students. Ms. Burris stated she will look into this problem. Kristofer Doran brought up the idea of the T Shirt sales as discussed pays for the internship cost.

The floor was opened up to discuss Grand Award Session issues. The CEAC mostly agreed parking issues and busing problems were the main issues. People should have been called faster to help process of departure. Other problems concerned the lack of accommodations for disabilities, the lack of excitement compared to the VETS ceremony, and not having the opportunity to receive test review. Also, during the Grand Award Session the competition with certain scholarships, the third place received a scholarship but no trophy. Peter Clark suggested to leave out the third place as a whole to improve confusion. The Grand Award Ceremony Session did have some positive experiences. A majority of CEAC enjoyed having reserved seats, as it causes less fighting for the seats. The Grand Award Session pre-calling was time efficient and will continue into the following years. The venue was a learning experience, but the Ohio Association is looking for different venues for the 2017 State Leadership Conference. The competitions will begin next year at 10:30 A.M. during the first day of the conference. This will push back the Opening Session to the evening. This will leave students to attend, and advisors will be able to leave to help grade. Also, the Opening Session will be announcing Torch Awards by regions and will receive their pins on stage. Then afterwards the certificates would be passed out by schools. To help improve the grading system, the conference could possibly use "Lightning Grader" instead of "Scantron", which was a suggestion brought up by Kristofer Doran. This an online grading system. The time would be improved, but downfall would be the lack of accessibility to internet.

An issue that arose is advisors cannot send kids to nationals for virtual competitions. Kristofer Doran suggested to be qualified for fair trade and other virtual events so students have the opportunity to attend National Leadership Conference. Rebecca Landen and Kristofer Doran discussed the problems of Fair Trade such as the rules and regulations. A solution is to be solved concerning the judging of the event itself. Kristofer Doran suggested to use a maximum amount of money that can be used for the Fair Trade. Ms. Burris asked if Fair Trade should be at the State Leadership Conference but was discussed and not in favor. The motion was not carried and will be further discussed at a different time.

Kristofer Doran suggested to create a quiz bowl for the SLC in the evening. National's resources might help give information how to create that event. Although Nationals used the quiz bowl as a throw back.

Ms. Burris put forth the idea of instead of waiting for certain team competition to leave and a new team to set up, teams would set up before in a section. This process would allow a teams to prepare and faster judging time. Also, In certain competitions, students should be able to show their both to raise awareness. Students and Advisors can see booths and learn from others. Every competition in Business Professionals of America is behind closed doors. If the plan for a cube judging area does proceed, it is important to give size dimensions to students. The aspect of being able to watch and understand the process of certain competitions is something the Ohio Association would like to attempted at 2017 State Leadership Conference. Mary Leonard suggest to stagger the booths between competition to make sure kids cannot talk badly about others in their competitions. Entrepreneurship, presentation management, Graphic Design, are all possible competitions to use this possible plan. Lastly, a cut off time is to be put into place to ensure time is to be used efficiently.

A questioned was asked how our judges are chosen. Ms. Burris explained by answering that judges do not have an actual application. They are selected by recommendation, past judges, or found through online websites. Ms. Burris will look into formalising hiring judges.

#### **Committee Reports**

Due to time, committees did not meet. Mary Leonard suggested to have another committee date throughout the year. The suggestion is to have quarterly annual meeting instead of semi-annual meetings.

#### **State Advisors Summer Council Meeting and Ohio Advisor Training**

The summer meeting for State Advisors are mainly focused on recommendations and issues for the National Association. Advisors with these issues and recommendations are to be sent to Ms. Burris for her to relay during the meeting this summer.

June 21st is a Ohio Advisor Training meeting and will be ending at 2:30 PM that day. This training would be a two program for both new and experienced advisors to receive new knowledge. Advisors with years of experience is welcomed to help mentor new advisors. Another possible opportunity for advisors is a two-day training. The training's content surrounds data, and how to use the information. After the advisors strengthen their knowledge about the data. They can use the education advisors learn during the data training, and will have the opportunity to reteach students about the information. Dee Sturgill discussed the importance of the training session. She stated students are in need, in all fields, of the skills to gather data and be able to analyze the information. Additional information will be on the Ohio's BPA website concerning the training opportunities.

#### **Recognition of Retiring Board Members(s)**

Ms. Burris, State Advisor, stated Mary Dee is officially retired in our retiring board member.

#### **Action Items**

(Approval of 2016-2017)

The 2016-2017 calendar was picked up prior to the meeting's start time. Time was given to address the calendar. The internship application deadline was moved to February 17th, 2017.

Joshua Harper moved the motion to accept the 2016-2017 calendar. John Stalcup seconded the motion with the changes made. The 2016-2017 calendar was approved.

**Additional Business**

The State Leadership Conference activity, the Blue Jacket game, is requested to be sent to advisors as soon as information is available.

**Adjourning the Meeting**

Motion to adjourn the meeting was made by Mike Davis. Lucy Ott seconded the motion.

Rebecca Landen adjourned the meeting at 1:55 PM.

Minutes submitted by: Haylee Hanes

Minutes approved by: [Name]