



Nevada DECA, Inc. Board of Trustees Meeting

DATES: May 5, 2010 **PLACE:** Nevada Department of Education
12:15 pm – 2:33 pm Southern Nevada Office

The following Trustees, constituting all of the initial Trustees named by the Incorporator and a majority of authorized number of Trustees (thereby establishing a quorum) of the Board, participated in the meeting:

Board of Trustees Members in Attendance

- Tina Fulks, DECA Advisor at Desert Oasis High School & Board of Advisors Representative
- Tristan Hays, DECA Advisor at Sunrise Mountain High School & Board of Advisors Representative
- Melissa Scott, Nevada DECA State Chair, Business and Marketing Consultant, Nevada Department of Education
- Chao Huang, Nevada DECA State Officer
- David Gass, Business Credit Services
- Scott Fritz, GrowthConnect
- James Kohl, Howard & Howard
- Mark Del Guercio, Prosperity Advisors
- Ryan Underwood, Executive Director

Board of Trustees Ex-Officio Members in Attendance

- Brycen Woodley, State Advisor

Board of Trustees Guests in Attendance

- Xavier Peterson

Board of Trustees Not in Attendance

- Joel Blakley, Business Credit Services
- Phyllis Dryden, Nevada Department of Education
- Victor Paglio, Nevada State Bank
- Kiara Bass, Nevada DECA State Officer

CALL TO ORDER

The Nevada DECA, Inc. Board of Trustees meeting was called to order by Board of Trustees Chair David Gass at 12:15PM.

INTRODUCTION OF GUESTS

Xavier Peterson was introduced by David Gass and welcomed to the meeting.



APPROVAL OF MINUTES

It was moved by James Kohl and seconded to approve the minutes of the January 2010 Board of Trustees Meeting. The motion passed unanimously.

STATE OFFICER TEAM REPORT

Chao Huang, Nevada DECA State President, presented the State Officer Team report highlighting the key accomplishments of the officer team since the last BOT meeting. The official written state officer report was submitted for review by all board members in attendance.

Some of the highlights from Chao's discussion were:

- The new State Officers are as follows: President Chao Huang of Clark High School; Secretary Kiara Bass of Northwest Career and Technical Academy; Vice President of Membership Dafne Vargas of Northwest Career and Technical Academy; Vice President of Publicity Jennifer Qian of Palo Verde High School; Southern Nevada Vice President Katie Gill of East Career and Technical Academy; and Northern Nevada Vice President Emily Gerhart of Dayton High School.
- In March, the new State Officers met together for the first time in Las Vegas for our Orientation Meeting. We were trained in public speaking, best practices of being a State Officer, and our responsibilities throughout the year. The team also enjoyed the opportunity to learn about each other and bond for the first time.
- The team also began creating its Program of Work by setting its two major goals for the year. The State Officers have collectively decided to visit every chapter in Nevada DECA throughout the year in order to share valuable information with chapter members and bring Nevada DECA closer together; and to expand Mission Cuddle, a community service initiative started last year with the goal of collecting stuffed animals to help cheer up children in local hospitals. We will continue molding our Program of Work throughout the summer.
- At the end of our Orientation Meeting, parents and advisors were invited to join us to receive valuable information about the State Officer Program, as well as our plan for the coming year.
- The entire State Officer Team also had the opportunity to obtain valuable training in DECA competitive events from our State Officer Coach, Curtis Haley, at a training conducted for all Nevada DECA's ICDC competitors at Clark High School.
- Four of the State Officers were able to attend the International Career Development Conference in Louisville, Kentucky, including Kiara Bass and Dafne Vargas, who participated in international competition in their events.



- The Officers also were responsible for conducting Nevada DECA's state meeting. We were challenged to hone our public speaking skills, speak without a script, and communicate and organize activities for over a hundred Nevada DECA members.

STATE CHAIR REPORT

Melissa Scott delivered the State Chair Report providing the following updates to the Board:

We have been notified that state funding will again be available for CTE for next year. School districts can apply for the grants. The grant process is complete and the award letters have been sent out to school districts. There is a second part of state money (allocation monies) that schools can now apply for and that process is underway.

NDE is working on a program of study that provides a sequencing of courses that leads to an industry certification or some sort of credential that could be used. It is not yet complete, but they are working on moving the State in that direction.

STATE ADVISOR REPORT

Brycen Woodley delivered the State Advisor Report providing updates and information on the following items:

The 2009-2010 school year was a successful year for Nevada DECA. One year ago it looked like we would see a significant drop in membership during the school year due to statewide cuts in education funding. While we did see a drop in membership (approximately 250 members), the drop was not nearly as severe as anticipated. Attendance at in-State DECA conferences and events during the year was solid and in line with previous year's attendance numbers. This was again a welcome sign as we had expected a significant drop due to the funding cuts. Attendance to the International Conference was down about 37 participants compared to last year's numbers.

The state held a number of successful events during the year including the Advisor Conference at the Imperial Palace in September, the Western Region Leadership Conference in Reno in November, and the State Career Development Conference at the Santa Fe Station in January.

We are looking forward to an outstanding 2010-2011 school year. The school year will start off with the annual Advisor Conference which will be held on Saturday, September 11, 2010 at the Rio Hotel. It will again be a joint conference with FBLA, but will include several breakout sessions specifically tailored for DECA advisors.

The Fall Leadership Extravaganza (FLX) will be offered again this year in partnership with FBLA and FCCLA. DECA did not participate in 2009 because of the Western Region



Leadership Conference. The FLX will take place in late October and is tentatively scheduled for the Cashman Center.

The State Career Development Conference will be held either February 15-16 or February 16-17, 2011. We are looking at potential locations.

The International Career Development Conference will be held April 30-May 3, 2011 in Orlando, Florida.

BOARD MEMBERSHIP

Because the Board of Advisor Meeting is being held after the Board of Trustees Meeting the Board will postpone the vote on approval of Board of Advisor Representatives to the Board of Trustees to an email vote to be held after the two Board of Advisor Representatives are elected by the Board of Advisors.

It was moved by Scott Frist and seconded that Xavier Peterson be approved as a member of the Board of Trustees. The motion passed unanimously.

The board reviewed the Bylaws and confirmed that after four consecutive terms as a member of the Board of Trustees members need to take one year off before being eligible to be elected to the Board again.

FINANCIAL REPORT

The board reviewed the current financial reports providing a snapshot of current balances. The management team addressed questions about the financial reports and provided explanation.

Scott moved and it was seconded that the financials be approved as presented. The motion passed unanimously.

BOARD OF DIRECTORS STRATEGY DISCUSSION

David Gass lead the Board in a discussion and strategy conversation to identify the five key priorities for the board in the coming year. The five priorities for the Board for the year are:

1. Internal External Communication
 - a. Owner: David Gass
 - b. Measurable Win for Internal: Internal Communication System set up for the board (online) by July 1.
 - c. Measurable Win for External: David will put together and report back to the Board.
2. Board Involvement
 - a. Owner: James Kohl



- b. Measurable Win: Commitment from three new members by September Board Meeting and implementing the communication tool
3. 50th Anniversary
 - a. Owner: Brycen Woodley
 - b. Measurable Win: Develop list of activities and game plan for 50th Anniversary and present at the September 10, 2011 Board Meeting.
4. Sponsorships/Travel Money
 - a. Owner: Scott Fritz
 - b. Measurable Win: \$30,000 in sponsorship by June 1, 2011
5. Grow Membership
 - a. Owner: Chao Huang
 - b. Measurable Win: 10% increase in paid membership by November 1

POLICY CREATION

The board discussed the need to create a policy for chapter non-payment of conference registration fees and balances with the state. It was decided that Brycen Woodley would inquire with other state associations to see what their policies are in this regard and share those policies with the board along with a recommended policy to be voted on by the Board at a later date.

The board also discussed the need for the creation of policies to comply with new IRS 990 Requirements and general policies that are important for the association to have in place. Sample policies were presented and discussed. It was decided that the Management Team would adjust the policies to make them Nevada DECA specific and then send the policies to James Kohl for an initial review. The needed policies are: Cash Flow Management Policy, Conflict of Interest, Document Retention, Sexual Harassment, Whistleblower, and Non Discrimination.

ADJOURNMENT

It was moved by Tristan Hays and seconded the meeting be adjourned. The motion passed unanimously and the meeting was adjourned at 2:33 pm.

Respectfully Submitted,

NEVADA DECA, Inc.

Brycen Woodley, State Advisor (Acting Secretary)

5/11/10

Date