



INSPIRE. LEAD. ACHIEVE.

Nevada DECA Board of Trustees Meeting Minutes

June 19, 2024

5:00pm PT

Virtual

AGENDA

- Call to Order
- Approval of the Agenda
- Review of December 2023 Meeting Minutes
- Review and Vote for Board of Trustees Nominees
 - Cynthia Perez
 - Kristen Santero
 - Nicole Santero
 - Sarah Johnson
- Board Updates
 - Nevada Department of Education
 - State Officer Team
 - Management Team
 - Review of Financial Reports and Organizational Performance for 2023-24
- **Executive Session:** Executive Director Performance Review and 2024-25 BEYOND Consulting Management Services Agreement Review
- Nevada DECA Operating Budget 2024-25 Review
- Financial Processes Update
 - Proposed update to check request process
- Future Business - August Board Retreat
- Adjournment

MEMBERS PRESENT

- Curtis Haley, Executive Director
- Rick Eurich, Board Chair
- Nicole Santero
- Kristen Santero
- Cynthia Perez
- Jennifer Kazarian, Nevada Department of Education

- Adam Moukad joined at 5:30pm
- Sarah Johnson

CALL TO ORDER

- Rick called the meeting to order at 5:08pm.

APPROVAL OF THE AGENDA

- Cynthia moved and it was seconded to approve the agenda. Motion passed unanimously.

REVIEW OF DECEMBER 2023 MEETING MINUTES

- Rick moved and it was seconded to approve the minutes as presented. The motion passed unanimously.

REVIEW AND VOTE FOR BOARD OF TRUSTEES NOMINEES

- Curtis moved and it was seconded to approve Cynthia Perez, Kristen Santero, Nicole Santero and Sarah Johnson for a two-year term of service on the Board of Trustees. The motion passed unanimously.

BOARD UPDATES

- Jennifer Kazarian gave the Nevada Department of Education update as the new NDE liaison with Nevada DECA.
- Curtis shared the State Officer report and a broad overview of their Program of Leadership goals.
- Curtis shared the financial reports and the management update and answered questions from the Board about the year's performance.

EXECUTIVE SESSION

- The Board met in Executive Session starting at 6:07pm to review the management contract and give a performance review for the Executive Director. They exited Executive Session at 6:32pm. Feedback was shared with the Executive Director.
- Kristen Santero left at 6:32pm
- Sarah joined at 6:37pm.



INSPIRE. LEAD. ACHIEVE.

MANAGEMENT AGREEMENT REVIEW

- Jennifer moved and it was seconded to approve the 2024-25 management agreement from BEYOND Consulting. The motion passed unanimously with Curtis abstaining.

OPERATING BUDGET REVIEW

- Adam moved and it was seconded to approve the proposed 2024-25 operating budget as presented. The motion passed unanimously.

FINANCIAL PROCESSES

- Curtis moved and it was seconded to approve a new check requisition policy in which all expenditures of over \$5,000 to an individual vendor over the course of six months are subject to the check requisition process, with all expenses under \$5,000 that are within the approved budget not requiring approval before payment. The motion passed unanimously.

FUTURE BUSINESS

- Curtis shared with the Board that he would be reaching out to the Board about a weekend day in August to do a Board Planning Retreat. The Board requested that a Board meeting be held in conjunction with the planning retreat to review year-end financials and elect Board officers.

ADJOURNMENT

- Curtis moved and it was seconded to adjourn the meeting. The motion passed unanimously at 7:17pm.