Meeting Agenda
Board of Directors Meeting
Saturday, September 10, 2016
2:30 pm – 4:30 pm
West-MEC • 5487 N 99th Avenue • Glendale, AZ 85305

Please join my meeting.
https://global.gotomeeting.com/join/640909069

2. Use your microphone and speakers (VoIP) - a headset is recommended. Or, call in using your telephone.
   Dial +1 (571) 317-3122
   Access Code: 640-909-069
   Audio PIN: Shown after joining the meeting
   Meeting ID: 640-909-069

Welcome
Julie Stockwell

Quorum Verification and Review of Agenda
Julie Stockwell

Consent Agenda
Julie Stockwell

**Action Items:**

- Approval of July 16th, 2016 Minutes
- Approval of ACTEAZ Representatives at National Conference
  - Delegate Assembly:
    - Julie Stockwell, Lisa Doll, Cathie Raymond
  - State Quality Association Awards Breakfast:
    - Lisa Doll, Julie Stockwell, Cathie Raymond, Amanda Shively, Pam Ferguson, Shelly York, Mary Anne Berens, TBD by final attendee list

- Approval of Board of Directors for 2016 – 2017
  - Julie Stockwell- President
  - Lisa Doll-Past-President
  - Cathie Raymond-President Elect
  - Stephen Weltsch- Vice-President
  - Dennis Esparza- Treasurer
  - Amanda Nolasco- Secretary
  - Dr. John Mulcahy- Past President Advisor
  - Reta Yanik- AATA
  - Rebecca McGinnis- ABEA
  - Jennifer Ray- ACOVA
Continuance of ACTEAZ Memberships:
- Arizona Chamber of Commerce
- Arizona Technology Council
- ABEC (Arizona Business Education Coalition)
- AZSAE (Arizona Society of Association Executives)
- Arizona Manufacturing Partnership

Items of Notification

ACTEAZ Policies in Live Binder:
- Conflict of Interest Policy
- Whistleblower Policy
- Retention Policy

Quick Reminders:
- Taxes will be filed by November 15th deadline
- Shredding of 2009 – 2010 documents, Officer will sign-off
- Thank you letters to be sent to all Sponsors with 501 C 6 statement

Treasurer’s Report

Action Item: Adoption of Annual Budget

Action Item: Signers on Accounts
- Julie Stockwell, Dennis Esparza, Stephen Weltsch, John Mulcahy, Pam Ferguson and Shelly York

Additional Items:
- Student Scholarship Checks mailed to colleges
- Lori Luzier to be on Financial Committee
Action Item: Continuance of ADE Grant

Discussion Items:
- Classes Report
- Teachers Trained
- Upcoming Classes
- Future Goals
- Grant Renewal Application

Executive Directors’ Report Pam Ferguson and Shelly York

Discussion Items:
- National ACTE Leadership Session
- National ACTE Conference in Las Vegas
- National Quality Association Award Application Due October 15th
- ACTEAZ Insurance Policies
  Travelers Liability and Officer Insurance has been renewed and paid in July 2016
- Job E-Blasts
- National and Regional Fellows Opportunities
- I AM CTE T-Shirts Available
- Region V Grant Awarded to Arizona
- Lori Luzier selected by Region V for Awards Committee

ADE Report Jeanne Roberts

Summer Conference Report Shelly York, Lisa Doll, Jeanne Roberts, Pam Ferguson

Discussion Items:
- Summer Conference Survey
- Numbers
- Sessions
- Computer Labs
- Survey Results
- Call for Presentations for 2016
- 2017 Summer Conference Meeting TBD
- Date for 2017 – July 14th to 19th, 2017
- Future Summer Conference signed until 2019
- Friday Sessions
**ACTEAZ Lobbyists**

**Tina Norton**

**Action Item: Continuance of Designated Lobbyist: Tina Norton**
- Paperwork will be submitted by Tina Norton to Secretary of State with updated information on our Alternate Lobbyists on behalf of the Board of Directors.
- Tina will continue to file our reports as needed since she is the Designated Lobbyist.

**Action Item: Alternate Lobbyists**
- Julie Stockwell, Lisa Doll, Cathie Raymond, Stephen Weltsch, Dennis Esparza, Amanda Nolasco and John Mulcahy

**Discussion Items:**
- Advocacy Agenda to be approved as part of Strategic Plan
- 501 C6 can endorse CTE issues as a non-profit-we cannot endorse candidates

**ACTEAZ Contracts**

**Julie Stockwell**

**Action Item: Approval to Sign Contracts**
- Midwinter Contracts
- Corporate Consulting Contracts
- Association Election Contract
- Summer Conference Contracts
- Exhibitor Contracts
- Technology and Computer Contracts
- Service Contracts
- Rent Contracts
- Professional Development Contracts
- Others that may come up for Association

**2016 – 2017 Goals**

**Julie Stockwell**

Continuing Executive Board Recommended Goals:
- Building Advocacy
- Bridging ACTEAZ and Affiliates
- Expanding Industry Partnerships
- Promoting Memberships

Discuss Board of Directors Recommendations for Goals from Fall Retreat

**Action Item: Pass Goals**
Discussion Items:

- Theme and Participation
- Resource Handouts
- Video Contest and Show Pass Winners at Local Directors as examples

2016-2017 Board of Directors Meetings

- **September 10, 2016 (Fall Retreat)**
  7:30 am-4:30 pm
  West-MEC

- **October 24, 2016**
  4:00 pm-6:00 pm
  Maricopa Community Colleges District Office

- **January 9, 2017**
  4:00 pm–6:00 pm
  West-MEC

- **February 3, 2017 (Mid-Winter)**
  1:00 pm-3:00 pm
  Prescott Resort and Conference Center

- **April 24, 2017**
  4:00 pm-6:00 pm
  Maricopa Community Colleges District Office

- **July 15, 2017 (Summer Conference)**
  5:00 pm-6:30 pm
  Westin La Paloma Resort

Affiliate and Special Group Representatives’ Reports

(Please make sure you have filled out form for Secretary to include in minutes)

- AATA (Reta Yanik)
- ABEA (Rebecca McInnis)
- ACOVA (Jennifer Ray)
- AME (Joe Parone)
- ATIEA (Oscar Olivas)
- AZHCEA (Tiffany Brown)
- Business/Community Partnerships (Mike McAfee)
- Community College (James Perey)
- Counseling Representatives (Jan Fellow)
- FACS Ed (Shawn Morris)
• Fellowship Program (Christine Nelson, Jessica Reinsch, Mike Neu, Sharon Metzger)
• Financial Review (Dean Petersen)
• Global Pathways Institute (Bill Symonds)
• Joint Technical Districts (Jeramy Plumb)
• University Representative (Nicole Hampton)
• Workforce Development (Randy Kimmens)

Reminder: Please turn in or e-mail report form to Amanda Nolasco to be included in minutes.

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<th>Good of the Order</th>
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<tr>
<td>Adjournment</td>
<td>Julie Stockwell</td>
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**Action Item: Adjournment**

**Next Meeting Reminder:**

Monday, October 24, 2016  
4:00 pm – 6:00 pm  
Maricopa Community Colleges District Office  
2411 West 14th Street, Tempe, AZ