



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

- Joe Parone-AME
 - Oscar Olivas- ATIEA
 - Tiffany Brown- AZHCEA
 - Shawn Morris –FACS Ed
 - Jeanne Roberts- ADE
 - Tina Norton-ACTEAZ Lobbyist
 - Jeramy Plumb- JTED’s
 - Mike McAfee-Business Representative
 - Dr. James Perey-AOAC
 - Jan Fellow- Counselors
 - Christine Nelson- Fellows
 - Nicole Hampton-University Representative
 - Dean Petersen-Financial Review
 - William Symonds- Global Pathways Institute
 - Dr. Randy Kimmens- Workforce Development
- 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

Pam Ferguson

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 C6 statement

Treasurer’s Report

Dennis Esparza and Shelly York

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

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**Julie Stockwell**

- **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.

Good of the Order

Julie Stockwell

Adjournment

Julie Stockwell

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