**Board of Directors Meeting Agenda**  
*Monday, October 23, 2017  4:00 pm – 6:00 pm*  
*West-MEC • 5487 N 99th Avenue • Glendale, AZ 85305*

Please join my meeting from your computer, tablet or smartphone.  
[https://global.gotomeeting.com/join/939943653](https://global.gotomeeting.com/join/939943653)

You can also dial in using your phone.  

<table>
<thead>
<tr>
<th>Section</th>
<th>Presenter</th>
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<tbody>
<tr>
<td>Welcome</td>
<td>Stephen Weltsch</td>
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<tr>
<td>Call to Order, Establish Agenda and Verify Quorum</td>
<td>Stephen Weltsch</td>
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<tr>
<td>Board Governance</td>
<td>Stephen Weltsch</td>
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<td>• Chris Thomas – Arizona School Board Association, General Counsel, Associate Executive Director will do a Presentation on Board Governance and Responsibilities.</td>
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<td>Approval of September 16, 2017 Minutes</td>
<td>Stephen Weltsch</td>
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<tr>
<td>Treasurer’s Report</td>
<td>Dennis Esparza and Shelly York</td>
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<td><strong>Action Items:</strong></td>
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<tr>
<td>• Financial Report</td>
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<td>• Opening additional accounts to cover monies for FDIC coverage.</td>
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<td>IRS 990 Form and 2016-2017 Taxes to be Filed</td>
<td>Pam Ferguson and Julie Stockwell</td>
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<td>• Taxes must be filed by November 15, 2017 &amp; Julie Stockwell as Past-President for her will sign for her year in office</td>
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<td>• 990 Form Review with ACTEAZ Accountant</td>
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<td>• Board Names on our IRS Form so please review. Taxes are on Board Website.</td>
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<td>• Sponsorships under $5000 not listed by name of donor but collectively</td>
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<td>• Questions to be answered to maintain Non-Profit status</td>
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<td>• Question on Memberships or Stockholders information</td>
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<td><strong>Executive Directors</strong></td>
<td>Pam Ferguson, Shelly York</td>
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• Region Award Rep from Arizona – Lori Luzier
• National ACTE Conference Calls (Last Tuesday of the Month)
• ACTEAZ Delegates at ACTE Delegate Assembly (Curt Bertelsen, Rachael Mann, Thomas Bogart, and alternate Pam Ferguson)
• ACTEAZ/ACOVA Midwinter Conference (Presentations, Exhibitors, and Silent Auction)
• Quality Commission Report (Pam Ferguson, Cathie Raymond)
• ACTEAZ Website

**Awards and Scholarships** Amanda Nolasco, Lisa Doll, Tony York

• Scheduled to go live **November 6, 2017**. This will depend on all current changes being made by programmers. Currently they are working on this project.
• Tony is working on instruction videos on how to complete them also.

**CTE Month** Tony York

• Update on Video Contest
• Update on CTE Month

**2018 Midwinter** Stephen Weltsch, Pam Ferguson

• Call for Presentations went Live (October 10, 2017)
• Call for Presentations Due (December 15, 2017)
• Registration is Live. Cost is $260.00 Meals included are: Thursday (Lunch and Dinner) and Friday (Breakfast and Lunch)
• Conference Hotel is Prescott Resort and Conference Center – Rooms are $99.00 per night plus tax. Suites are $109 per night plus tax.

**Summer Conference 2018** Stephen Weltsch, Pam Ferguson, Shelly York

• Theme: CTE: Forging Students into Everyday Heroes
• No Summer Conference Planning Meeting
• Locations of Programs
• Exhibitors
• Sponsorships
• Reservation Sub lists
• Call for Presentations
• Mobile App

**ACTEAZ Advocacy Report** Tina Norton

**ADE Report** Cathie Raymond

**ACTEAZ Premier Series Update** Stephen Weltsch, Shelly York
Affiliate and Special Group Representatives’ Reports

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

- AATA, Brody McGuire
- ABEA, Gregg Pelka
- AZ Curriculum Consortium, Lisa Doll
- ACOVA, Aron Schmidt or James Grieshaber
- AME, Bernadette Russoniello
- ATIEA, Brady Mitchell
- AZHCEA, Tiffany Brown
- Business/Community Partnerships, Mike McAfee
- Community College, James Perey
- Counseling Representatives, Jan Fellow
- FACSEd, Shawn Morris
- Financial Review, Dean Petersen or Lori Luzier
- Global Pathways Institute, Bill Symonds
- Joint Technical Districts, Amy West
- University Representative, Nicole Hampton
- Workforce Development, Randy Kimmens

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

Good of the Order

Adjournment

Action Item: Adjournment

Next Meeting Reminder:

January 8, 2018
4:00 pm-6:00 pm
West-MEC