

**NORTH CENTRAL BUSINESS EDUCATION ASSOCIATION  
ANNUAL BUSINESS MEETING  
BLOOMINGTON, MINNESOTA**

**MINUTES (corrected)**

**September 24, 2010**

Note: All documents mentioned as appendixes were distributed to NCBEA members and are attached to the original set of these minutes, which are filed in the Secretary's Handbook.

The NCBEA annual business meeting was held in the Sheraton Hotel in Bloomington, Minneapolis during the joint NCBEA/MBEI annual convention. The meeting was called to order at 7:11 a.m. by President Karen Drage. There were approximately 40 members present.

**WELCOME AND INTRODUCTIONS**

President Karen Drage welcomed everyone to the annual business meeting and introduced the NCBEA board members and special guests who were present.

**GREETINGS**

Jan Treichel, NBEA Executive Director, gave greetings from the national office and thanked Karen for her leadership.

Madge Gregg, NBEA President, thanked the NCBEA region for having her attend.

**APPOINTMENT OF PARLIAMENTARIAN/DETERMINATION OF VOTING PRIVILEGES**

For this meeting, President Drage appointed Margaret Erthal as parliamentarian.

All NCBEA members present are eligible to vote. Throughout the meeting, votes will be taken by voice vote. A majority vote is required for adoption of all motions unless otherwise required by our bylaws or parliamentary authority. Motion sheets are available from the secretary if any member would like to make a motion. All motions must be written and submitted to the Chair.

**APPROVAL OF OCTOBER 2, 2009, MINUTES**

The minutes of the October 2, 2009 Annual Business Meeting were approved by the Minutes Approval Committee prior to this meeting. A copy of the minutes can be obtained online at the NCBEA website at [www.ncbea.org](http://www.ncbea.org).

President Drage will appoint a committee that will be responsible for approving the minutes of this annual business meeting.

**OFFICERS' REPORTS**

In the interest of time, the Chair recognized the officers who had information to be formally presented. There are copies of some reports on the table at the back of the meeting room.

President-elect – Margaret Erthal reported that she is learning ropes from Karen. She is working with state presidents, the POW, and strategic plan.

Past-presidents – Beth Sindt is working on past presidents’ stipend to attend the NCBEA conference for first timers and encourages people to come to Wisconsin next October. There is money for four \$200 stipends.

NBEA rep – Cathy Carruthers reported on an article written by Maurice Henderson regarding NBEA activities from San Diego. She hopes to see everyone in New Orleans.

### **STANDING COMMITTEES’ REPORTS**

Awards – Beth Sindt and Linda Harper reported that Linda will be taking over this duty. The plaques are nice and include secondary<sup>[H1]</sup>/middle school, post-secondary and collegiate awards.

By-Laws – Beth Sindt is working to get a clean copy of the bylaws by looking back at old minutes. A copy will be posted on the website in the next month.

Budget – Twana Hulen distributed a report showing that we are “doing well and on track.”

Legislative – Cathy Carruthers shared information in the registration packets of a blue set of papers with a legislative letter for newly elected people to write in January along with ACTE information and other useful information. Cathy also highlighted a legislative session offered from 2-3 today.

Marketing/Linkages – Michelle Lindsey shared the 2010 Linking into Learning CD, raffle table information, and door prizes as well. The 50/50 drawing will be at lunch.

Membership – Cathy Carruthers reported on the three hour workshop yesterday of good membership directors going in a good direction. She is mentoring the newbies.

Nominating – Beth Sindt reported that the Wisconsin and Missouri reps will need to be replaced, as well as a student rep and President-elect. She explained the procedures for nominating someone can be found on the website.

POW – Karen Drage and Margaret Erthal stated that Margaret is finalizing the POW, and it will be available at the NBEA conference.

Publications – Sue Elwood has double duty. As for the website, Sue stated that it is economical to put information on the web and that she is working on a distribution list for notification of new information. As for the newsletter: please submit articles and information from your state.

Strategic Plan – Karen Drage shared her plan for the strategic plan to be finalized and submitted to board along with POW.

### **AD HOC COMMITTEE REPORTS**

Convention – Margaret Erthal is looking at alternative ways to have the NCBEA conference including a rotation process, university hosting, and just looking at alternative ways to have the conference to include more people. Some state presidents weren’t present<sup>[M2]</sup>. Please submit ideas to Margaret.

## **UNFINISHED BUSINESS**

The next NCBEA conference will be in Wisconsin in 2011 and Margaret has started with preplanning.

ISBE Conference - Barb Bielenberg invites us to Switzerland for the annual conference and asks for our membership in the organization.

DPE – 75<sup>th</sup> Annual Conference will be in Indianapolis next year and they are updating their bylaws.

## **New Business**

Bylaws Change Vote – During the Administrative Board Meeting in Columbus, Ohio, on October 29, 2009, the Bylaws and Standing Rules Committee moved to, “change bylaw Article XI, Section 2. The bylaws shall be reviewed every year by the past president.”

Vote (9,A,i) – Motion to add statement was made by Beth Sindt. Twana Hulen seconded, motion carried.

Vote (9,A,ii) – Motion to add regional membership director for NCBEA. Motion made by Lou Ann Knorr, Margaret Erthal seconded, discussion from Greg Valentine regarding budget, impact and need for line item, Margaret appointed or elected position, appointed this year and elected in the future, Lou Ann suggested adding details of term, budget, election...must be communicated to members. Amend motion for details at spring meeting. Twana needs to know to plan budget accordingly. Motion passed.

Vote (9,A,iii) Karen can appoint; no voting needed. None appointed

Minutes Committee – Sue Elwood, Twana Hulen, and Margaret Erthal will serve on the committee.

Announcements – none

Adjournment – President Karen Drage adjourned at 7:48 a.m.