

**NORTH CENTRAL BUSINESS EDUCATION ASSOCIATION  
ADMINISTRATIVE BOARD MEETING  
Green Bay, Wisconsin**

**MINUTES (Approved)  
September 29, 2011**

**Members Present**

Margaret Erthal, President  
Sue Elwood, President-Elect  
Karen Drage, Immediate Past President  
Twana Hulen, Treasurer  
Cathy Carruthers, NBEA/NCBEA Director  
Sharon Fisher-Larson, NCBEA Regional Membership Director  
Linda Harper, Illinois  
Jason Hendrickson, Indiana  
Lou Ann Knorr, Iowa  
Larry Pagel, Michigan  
Bob Murray, Minnesota  
Gina McLachlan, Missouri  
Christy Culver, Ohio  
Debbie Stanislawski, Wisconsin  
Sue Elwood, Webmaster  
Matt White, Newsletter Editor  
Robert Johnson, Student Membership Director

**Members Absent**

Dena Irwin, Secretary  
Winter Owens, Missouri

**Ex-officio Members Present**

Janet Treichel, NBEA Executive Director  
Barb Bielenberg, ISBE Representative  
John Olivo, NBEA President

**Call to Order – Margaret Erthal**

President Margaret Erthal called the Administrative Board meeting to order at 9:03 a.m.

**Welcome and Introductions – Margaret Erthal**

President Margaret Erthal introduced the new student membership director, Robert Johnson and Michigan membership director, Larry Pagel.

**Greetings from NBEA - Jan Treichel and John Olivo**

Brief remarks were made by Jan and John.

**Appointment of Parliamentarian/Determination of Voting Privileges – Margaret Erthal**

Karen Drage agreed to serve as parliamentarian. The following members will be asked to serve on the Business Minutes Review Committee: Christy Culver, Bob Murray and LouAnn Knorr.

### **Roll Call – Jason Hendrickson (Acting secretary in Dena Irwin’s absence)**

Indiana Membership Director, Jason Hendrickson, called the roll. Sixteen members were present and a quorum was established.

### **Approval of Minutes - Dena Irwin**

Minutes from the Administrative Board Meeting in New Orleans (April, 2011) spelled Barb Bielenberg’s name incorrectly on Page 1. Linda Harper moved to approve the minutes as corrected. Sharon Fisher-Larson seconded. Motion carried.

Minutes from the Virtual Administrative Board Minutes (August 16, 2011) were tabled.

### **Treasurer’s Report - Twana Hulen (see Appendix A)**

Twana provided her report and copies have been attached as Appendix A at the end of this document. Two cash flow statements were handed out at the meeting. The first cash flow report goes through the end of June 2011. The second report provides information regarding the cash flow through September 30, 2011. Twana will email reports out to the board.

### **EXECUTIVE OFFICERS’ REPORTS**

Note: All documents mentioned as appendices were distributed to board members and are attached to the original set of these minutes that are filed in the Secretary’s Handbook.

#### President – Margaret Erthal

“I’m enjoying my tenure as your NCBEA president. Since assuming office, I chaired the Chicago July 18 workshop, along with a lot of help from Karen Drage. The WI/NCBEA conference plans are moving right along, and I hope NCBEA will be well represented at the conference. In October I’ll attend the SBEA conference in Orlando. It’s always a good idea to see what other regions are doing. November will be very busy with a trip to the MI conference in East Lansing; the Illinois Business Education Conference in Effingham; and the Indiana and Delta Pi Epsilon conferences in Indianapolis. Lastly, there is the NBEA conference in Boston in April.”

#### President-elect – Sue Elwood

Sue sent out e-invitations and reminders for the State Presidents meeting to be held in Green Bay on Thursday during the evening meal. Sue mentioned that she had heard from four individuals who confirmed that they will be in the attendance at this meeting: John Dawson, Indiana; Linda Harper, Illinois; Felicia McMiller, Ohio; Michelle McGlynn; Wisconsin. Matt White mentioned that the Ohio president is planning to attend. The theme for the meeting will be “Getting More Bang for Your Buck from NCBEA.”

Sue will be serving on the Chicago Summer Workshop Committee with Margaret Erthal, Patrice Boyles and Karen Drage. Karen is serving as workshop chair. The date for that workshop is set for July 16, 2012.

#### Immediate Past-President – Karen Drage

The Past Presidents' event will be held at the Wine/Cheese social on Thursday evening. Six past presidents will be present at the meeting/social.

#### NBEA/NCBEA Director – Cathy Carruthers

Kudos to Margaret Erthal and Karen Drage on the successful summer conference held in Chicago in July. NBEA has encouraged NCBEA to have a dedicated NCBEA conference, and this was an excellent step toward that effort. There were several non-NBEA members in attendance. This was a great marketing tool. Only complaint is that participants felt like there was more than \$50 for a conference registration fee. Charge more!

Cathy posed the question about any NCBEA schools that have National Business Honor Society. Jan mentioned that the list online is not completely updated. There are currently two: One in Twana's state and the other is in Wisconsin.

NBEA Webinars and National Business Honor Society - Please share this information with your State organizations. Pay particular attention to the October 20 webinar on the National Business Honor Society. According to the NBEA website, no NCBEA region high schools have approved chapters of the National Business Honor Society

NBEA webinars are a great way to connect with other business educators from around the world. Webinars are designed to be interactive, allowing the presenter and participants to actively exchange information.

- Registration will open two weeks prior the webinar and close the day before the scheduled webinar. Registration will be made available on NBEAconnect, <http://nbeaconnect.ning.com/>
- The time listed for all webinars is EST. Please make sure you plan for your time zone.
- Webinars will be recorded and made available for viewing. Information will be made available via NBEAconnect.
- Additional webinars may be added during the semester. Information will be made available via NBEAconnect.
- If you are not a member of NBEAconnect, please be sure to join this community to receive webinar information. NBEAconnect is available at <http://nbeaconnect.ning.com/>
- Questions about the webinars should be sent to Ann Kieser, [alkieser@gmail.com](mailto:alkieser@gmail.com)

<p>Wednesday, October 5 7:00 p.m. Photoshop Presenter: Dennis Garner</p>	<p>Wednesday, October 12 6:30 p.m. Using iPads/iPods in the Classroom Presenter: Shelly Mowinkel</p>
<p>Thursday, October 20 8:00 p.m. National Business Honor Society Presenter: Maurice Henderson</p>	<p>Monday, October 24 7:00 p.m. Facebook Safety for Educators Presenter: Bill Egan</p>
<p>Tuesday, November 8 7:00 p.m. Financial Literacy Presenter: Sherry Roberts</p>	<p>December Gaming in Business Education Time, Date and Presenter will be announced at a later date</p>

The NBEA Board will meet in Boston on November 4-6.

Regional Membership Director – Sharon Fisher-Larson

Sharon reported that the membership directors had a good meeting this morning. Sharon mentioned that the directors are focusing on the small growth which will result in large numbers. She mentioned that the directors are a good group, and that they will work on getting at least one more member per month.

Margaret offered to help the Missouri representative since there was a new individual being placed in that position.

**OTHER OFFICERS’ REPORTS**

ISBE Representative - Barb Bielenberg

The ISBE Conference will be in Denver, Colorado, July 29-Aug 3, 2012. Barb has a third generation flip camera as a raffle item for new members or renewing members. She hopes with the conference being in Denver will be a big success with the close location. The 2013 conference will be in Germany. Barb will be sending information out to the membership directors to help promote the ISBE conferences.

### Newsletter Editor – Matt White

Matt is currently working on the fall newsletter but wanted to wait until after the NCBEA conference to get the newsletter out to the membership. He still needs reports from Illinois, Indiana, Michigan, Missouri, and Ohio. Margaret encourages that we really support the newsletter. This is a great resource to the membership. Matt will send out something to all membership directors to remind them for submissions.

### Student Membership Director – Robert Johnson

Robert provided a preliminary report to the board and asked if there was a database for current college business education programs for review that he could utilize to send out his letter. Robert also asked the board to review his letter. Board members suggested that Robert add NING, Facebook and Twitter to the letter.

### Web Master - Sue Elwood

Sue continues to update the Website with items that are sent to her by board members. Members can set up an account for the Member's Only site, which Sue will be monitoring and approving access. PowerPoint presentations were added to the member's only area from the summer workshop.

The Technology Committee, appointed by President Margaret Erthal, will be meeting after this convention to determine the best electronic avenues for communication with our membership.

## **STATE REPRESENTATIVE REPORTS**

### Illinois - Linda Harper

In September 2011 Linda mailed 1,230 letters to business certified teachers in Illinois which included a NBEA membership application form. She hopes we get a lot of new members. Linda wrote articles for NCBEA's and IBEA's newsletters.

Linda reserved the NBEA booth and bought a couple of book LED lights for donations for the IBEA exhibitors drawings for the Illinois Business Education Association's 2011 Conference November 9-11, 2011 in Effingham, Illinois; it is their 49th annual fall conference. The theme of the conference is "Raising the Bar." There are numerous sessions and two tours to choose from along with this year's free hands-on workshops: Using Moodle From Square One, Windows 7, Office 2010 Update, Computing in the Clouds with Web 2.0 Technologies, Game Plan, e-Portfolios = Success, Office 2010 Integration, Using Office Efficiently--Enjoying Office 2010!, Graphic Programming Made Fun and Easy, PowerPoint Express, Work Smarter Not Harder within the Computer Classroom, Camtasia Studio: Record Your Screen and Share, Google Docs. Registration for IBEA members from Illinois is \$155; non-Illinois members' registration fee is \$245.

## Indiana - Jason Hendrickson

November 18-19, 2011 will be the annual convention for Indiana. This will be held at the Wyndham Indianapolis West Hotel. Registration opens in the next week for members to register online. Cost of the conference is \$45. Several sessions will be offered providing a variety of content. The current membership goal is 221; right now we have 123 members. An email blast has been sent out, with quite a few sent back or bounced back. Booth space has been reserved and materials will be ordered for the booth in the next week.

## Iowa – LouAnn Knorr

### State Information

- Web Site Address – <http://ibeasonline.org>
- Current NBEA Membership Figure – 101
- Target NBEA Membership Goal – 153
- Current Membership Percentage – 66%
- Current IBEA Membership – will have figures available after Iowa Fall Conference
- Drake credit will be available for those that might be interested
- Called 21 lapsed members
- Luggage Tags for NBEA members
- Boston Harbor Tea will be given to those who join
- Fifty-Fifty will be held at the Friday lunch for NCBEA/NBEA
- Margaret Erthal will be providing a letter to the program

### Upcoming State Conference Information

- Date – October 7-8, 2011
- City – Cedar Rapids, Iowa
- Location – Cedar Rapids Marriott
- Theme: Today's Vision - Tomorrow's Reality
- Drake College Credit Available
- Tour available at AEGON Americas (offer a wide range of insurance and investment products)

### Membership Promotion since August 2011:

- Submitted “News from Iowa” article in Regionally Speaking—NCBEA Newsletter—Fall 2011.
- Coordinated with Iowa Dept. of Ed. Business and Marketing Consultant the sending (a) email to all Iowa business teachers and community college faculty registration information and web site for NCBEA/WBEA Conference in September and IBEA

Conference in October along with promoting NBEA membership and web site and (b) personally called 21 lapsed Iowa members.

- Submitted updated NCBEA information to IBEA webmaster.
- IBEA Conference preparation October 7-8, 2011: (a) purchased Kindle Wi-Fi eReader as drawing prize for those who renew or join NBEA during the conference, (b) purchased luggage tags for current NCBEA members, (c) confirmed exhibit booth, (d) prepared display for NCBEA table and purchased Boston Harbor Tea as a “gift” to each person who stops at the booth, (e) ordered NBEA Booth Display Materials, (e) donating silent auction item, (f) confirmed NCBEA 50/50 drawing at Friday luncheon, (g) prepared report for IBEA Executive Board Meeting, and (h) prepared report for IBEA Annual Business Meeting.

#### Michigan – Larry Pagel

Larry was just appointed to this position and no report is available.

#### Minnesota – Bob Murray

Minnesota Business Educators’, Inc. (MBEI) Fall Conference, will be held October 13-14, 2011 at the Rochester Kahler Grand Hotel, Rochester, MN. The program included the keynote address by Wade Beavers, CEO of DoApp Inc.; walking tours of Mayo Clinic – Center for Innovation, U of M Rochester, Post Bulletin, and Markit – your marketing dept; and breakout sessions. Everyone is welcome. Come join us in Rochester. More information and registration forms can be found at <http://www.mbei-online.org>.

As a member of the NBEA Scholarship committee from the North Central region, Bob is asking NCBEA Board members to help him get the word out about NBEA’s scholarship program. Bob will be sending the information to included in your state’s newsletter, Web site, etc. that would be great.

- Minnesota NBEA Members (August) – 106 – Goal – 180
- To date this month Bob contacted 23 lapsed members via email
- Submitted NBEA Scholarship information to MBEI’s Publications Chair to be included on the Web site. Bob will be sending out flyer and promotional materials for scholarship program.

#### Missouri – Gina LaLachlan

Gina is Missouri’s current president and will be serving as the current membership director. No report at this time.

## Ohio – Christy Culver

### State Information

- Web Site Address – [www.obta-ohio.org](http://www.obta-ohio.org)
- Current NBEA Membership Figure – 145
- Target NBEA Membership Goal – 212
- Current Membership Percentage – 68.4%
- Current OBTA Membership – 98

### Upcoming State Conference Information

- Date – October 14, 2011
- City – Toledo, Ohio
- Location - Davis College
- Theme: Encounter the Best in Business Education

### Membership Promotion since August 2011:

- Sent August NCBEA Update emails to Ohio NCBEA members regarding still time to register for NCBEA/WBEA Conference in September, Leadership Opportunities regarding nominations for NCBEA treasurer and president-elect, save the date for NCBEA Summer Workshop 2012, and Facebook.
- OBTA Conference preparation October 14, 2011: purchased membership incentive drawing items, purchased luggage tags for current NCBEA members, confirmed exhibit space, obtained NBEA Booth Display Materials from Linda R., secured items for NCBEA donation of OBTA's scholarship basket raffle, confirmed NCBEA 50/50 drawing at Friday luncheon, and prepared display for NCBEA table.

## Wisconsin – Debbie Stanislowski

Debbie provided a welcome to the board. This is Debbie's last board meeting. Tina Trumbinder is running for the office. Debbie reported that there are 170 people registered for the WBEA/NCBEA conference.

### **COMMITTEE BREAK**

We will take a break at this point and allow the standing committees to meet for 15 minutes beginning at 10:00 a.m.



## **STANDING COMMITTEE REPORTS**

### Awards – Linda Harper/LouAnn Knorr

Linda Harper shopped for a new vendor for the plaques that will be presented at the Wisconsin convention. She found a vendor that only charges \$40 a plaque. Linda had discovered that a plaque had an un-centered and crooked logo; this vendor was not only economical but meticulous to detail. In the future, if plaques are ordered from Custom Trophies in Decatur, IL, shipping to a business, i.e. the conference hotel Sales Department would only cost about \$7 for four plaques. Linda learned that it is more expensive for a business to ship to a residential address, which is what had been done in the past; this was one of the factors in our expensive plaques in recent years.

There will be three distinguished business teacher award plaques given Friday, September 30 in Green Bay, Wisconsin in the following categories: secondary, postsecondary, and university.

Lou Ann Knorr put the awards brochure/booklet together. She had 125 B&W copies made for \$147.66. She needs a couple of volunteers to help pass out the awards brochures at the exit doors of the banquet room after the Friday Awards Luncheon. Pictures of the award recipients will be taken when they receive their award and after the luncheon for the website newsletter, and other news release publicity.

### By-Laws – Sharon Fisher-Larson

Sharon has copies of the by-laws. Please bring your copy to the business meeting. This will help with counts. These by-laws have already been approved and will be handed out to the membership at the meeting. Margaret appointed a by-laws committee of Larry Pagel, Karen Drage, and Cathy Carruthers to look at ex-officio status and what constitutes a quorum.

### Budget – Twana Hulen

Two forms were given to the board. These are last year's budget and the proposed budget for this upcoming year. Discussion included the question whether Indiana would be providing a reimbursement to the NCBEA organization when NCBEA comes to Indiana. Jason Hendrickson would discuss with John Dawson, Indiana Business Education Association President. Total reimbursement can be set by the state association. This reimbursement will be for each attendee.

### Legislative – Cathy Carruthers

"Tips and Tools for Legislative Advocacy" handouts were placed in registration bags for NCBEA/WBEA conference participants. Gary Hutchinson, NCBEA's rep to NBEA Legislative Committee and Cathy Carruthers, NBEA's Legislative Committee member-at-large, are presenting a legislative session during the NCBEAL/WBEA Conference.

Gary, Cathy, and Marcy Satterwhite, Illinois' Public Information chair, will be presenting a legislative session during the Illinois Fall Conference in November. Each NCBEA state is welcome to use our presentation materials and should have legislative chairs. Cathy also mentioned that each state should provide a Legislative session at their home state conventions.

#### Marketing/Linkages – Christy Culver

Christy suggested we continue to use “save the date” tactics. There are some webinars being planned. January 18, 2012, will be hosting a webinar in teaching some advocacy for business education information. A proposal will be set up and put out to help drum up business for potential presentations.

Cathy wondered if we should ask Michelle Lindsey begin getting things ready for the next distribution of CD.

#### Membership – Sharon Fisher-Larson

Sharon had nothing new to report.

#### Nominating – Karen Drage

No nominations for President-elect, Treasurer, or Student Membership Representative have been submitted. Two first-time attendee stipends were awarded for the conference.

Membership Directors needed for Minnesota, Ohio, and Michigan will be selected by State Associations.

#### Program of Work – Sue Elwood/Margaret Erthal

Suggestions were made to look at the NBEA program of work to help with completing the NCBEA program of work.

#### Publications – Matt White

An email was sent to the publication committee to form a meeting. This meeting should be in the next few weeks. Topics include upcoming newsletters and topics to cover.

#### Strategic Plan – Margaret Erthal

Margaret mentioned that the strategic plan seems to be similar as of the Program of Work. Discussions were made about how we need to do our share of finding individuals in our state to find others to help us continue with our leadership needs.

## **UNFINISHED BUSINESS**

### Handbook – Margaret Erthal

NCBEA handbook for conventions: Margaret discussed the reimbursed amount to NCBEA from the state association. Joint convention/registration fee would be included with the state associations; these monies would be turned over to NCBEA. Cathy mentioned that we need to discuss this with the state association at least one year in advance. The approach in which we handle this is important. Margaret wants to get this cleaned up before her term ends. No vote or motion occurred.

### Chicago 2011 Workshop Report – Margaret Erthal

Margaret reported good attendance and sessions at the conference. Feedback was given and those points were discussed, and one fact that will change in the future will be the registration cost.

## **NEW BUSINESS**

### Summer Workshop 2012 – Karen Drage

The next NCBEA Summer Workshop will on July 16, 2012, in Chicago so mark your calendars. This upcoming year there will be a theme for the conference. Feedback was given on a tour. We need to focus and add additional tours. The workshop will be in conjunction with Econ-Illinois. Karen asked State Membership Director's about credit for attendees. She asked that we give feedback to her on this subject.

### Webinars – Margaret Erthal

Margaret suggested that NCBEA continue to publicize the webinars.

### Bylaw Changes – Margaret Erthal

Margaret reported that the bylaws changes that Sharon Fisher-Larson has worked on will be presented to the membership at the NCBEA business meeting.

Barb Bielenburg proposed and moved that “we change Article VI, Section 2, by changing F to H and deleting to “and the ISBE Representative from the North Central Region” and adding to F the ISBE Representative from the north Central Region, adding G to NCBEA Student Rep so both are voting members.” Sue Elwood seconded.

Discussion included the fact that these two new voting positions would be adding to the budget. They too will be added to having reimbursements for these two positions. Larry Pagel moved to “refer the motion to the by-laws committee and postpone to April board meeting.” Karen Drage seconded.

Vote: 7 yes, 5 no

Announcements – Administrative Board Members

Sharon reminded us all to talk up the Boston convention.

Twana reminded us to turn in paperwork for conference reimbursements. Furthermore, she asked that the \$200 NCBEA professional development stipend from each state be submitted prior to December.

Adjournment – Margaret Erthal

The meeting was adjourned by President, Margaret Erthal, at 11:21 .am.

Submitted by:

\_\_\_\_\_  
Dena Irwin, Secretary

\_\_\_\_\_  
Jason Hendrickson, Acting Secretary

**Appendix A (Twana Hulen, Treasurer's Report Documentation)**

9/28/2011

Cash Flow  
7/1/2011 through 6/30/2012

Page 1

Category Description	7/1/2011-6/30/2012
<b>INFLOWS</b>	
410 - Membership	1,704.00
416 - NCBEA Workshops	2,550.00
420 - Fundraisers	200.00
430 - Special Publications Income	94.50
440 - NBEA Professional Dev. Partnership	200.00
<b>TOTAL INFLOWS</b>	<b>4,748.50</b>
<b>OUTFLOWS</b>	
611 - Workshop Meals	1,308.00
613 - Workshop Misc	47.40
615 - Share of NBEA Board	840.44
633 - Awards - Recognition Committee	160.00
641 - President's Travel Expense	1,299.23
643 - Treasurer's Expense	21.70
672 - NCBEA New Prof. Dev. Stipend Exp.	400.00
<b>TOTAL OUTFLOWS</b>	<b>4,076.77</b>
<b>OVERALL TOTAL</b>	<b>671.73</b>

9/28/2011

Cash Flow  
7/1/2010 through 6/30/2011

Page 1

Category Description	7/1/2010-6/30/2011
<b>INFLOWS</b>	
Uncategorized	0.00
410 - Membership	6,727.50
415 - NCBEA Convention Rebate	1,160.00
418 - NCBEA Past Presidents Stipend	490.00
420 - Fundraisers	1,027.50
425 - Miscellaneous	20.00
430 - Special Publications Income	2,947.75
440 - NBEA Professional Dev. Partnership	1,300.00
<b>TOTAL INFLOWS</b>	<b>13,672.75</b>
<b>OUTFLOWS</b>	
610 - Administrative Board	2,865.29
615 - Share of NBEA Board	1,346.38
630 - Membership Committee	1,007.27
633 - Awards - Recognition Committee	426.19
640 - President's Expenses	22.00
641 - President's Travel Expense	1,381.61
643 - Treasurer's Expense	122.05
665 - NBEA Election Ballots Expense	884.77
668 - NCBEA Board at NBEA Conv. Exp.	1,799.23
670 - NCBEA Convention Expense	26.82
671 - NBEA Prof. Dev. Partnership Exp.	1,200.00
672 - NCBEA New Prof. Dev. Stipend Exp.	200.00
685 - Special Publications Expense	366.38
<b>TOTAL OUTFLOWS</b>	<b>11,647.99</b>
<b>OVERALL TOTAL</b>	<b>2,024.76</b>

**NCBEA 2011-2012 Budget & Income Statement**

**Budget #1**

Prepared : 4/15/2011

Approved: 4/19/2011

	2011-12 Budget	2011-12 Actual	Difference
	7/1/11 -6/30/12	7/1/11-9/26/11	7/1/11 -9/26/12
<b>INCOME:</b>			
410 Membership	\$ 7,500.00	\$ 1,704.00	\$ 5,796.00
415 NCBEA Convention Rebate			\$ -
416 NCBEA Workshop, Chicago	\$ 5,000.00	\$ 2,550.00	\$ 2,450.00
418 NCBEA Past Presidents' Sponsored Stipend	\$ 400.00	\$ -	\$ 400.00
420 Fundraisers Income	\$ 1,200.00	\$ 200.00	\$ 1,000.00
422 Interest Income			\$ -
425 Miscellaneous Income			\$ -
430 Special Publications (CD ROM's)	\$ 3,000.00	\$ 94.50	\$ 2,905.50
440 NBEA Professional Development Partnership	\$ 1,600.00	\$ 200.00	\$ 1,400.00
442 NBEA President's Reception at NBEA			\$ -
445 Transfer from Checking Accounts/Investments	\$ 1,000.00		\$ 1,000.00
<b>TOTAL INCOME</b>	<b>\$ 19,700.00</b>	<b>\$ 4,748.50</b>	<b>\$ 14,951.50</b>
<b>EXPENSES:</b>			
610 Administrative Board Meetings	\$ 3,200.00	.	
NCBEA SUMMER WORKSHOP			
611 NCBEA Workshop, meals for attendees	\$ 2,400.00	\$ 1,308.00	\$ 1,092.00
612 NCBEA Workshop Speakers travel and meals	\$ 200.00		\$ 200.00
613 NCBEA Workshop, Misc (Copies, etc.)	\$ 100.00	\$ 47.40	\$ 52.60
615 Share of NBEA Board Expenses	\$ 1,250.00	\$ 840.44	\$ 409.56
620 Newsletter Expense		\$ -	\$ -
COMMITTEES			\$ -
630 Membership	\$ 2,400.00		\$ 2,400.00
631 Marketing/Linkages	\$ 25.00	\$ -	\$ 25.00
632 Handbook/Bylaws		\$ -	\$ -
633 Awards/Recognition	\$ 300.00	\$ 160.00	\$ 140.00
635 Program of Work	\$ 25.00	\$ -	\$ 25.00
OFFICERS			\$ -
639 Past President's Expense	\$ 25.00	\$ -	\$ 25.00
640 President's Expense	\$ 50.00		\$ 50.00
641 President's Travel Expense	\$ 2,000.00	\$ 1,299.23	\$ 700.77
642 Secretary's Expense	\$ 10.00	\$ -	\$ 10.00
643 Treasurer's Expense	\$ 115.00	\$ 21.70	\$ 93.30
644 Treasurer's Audit Expense	\$ 200.00	\$ -	\$ 200.00
645 Membership Director Expense	\$ 1,000.00		\$ 1,000.00
655 Legislative Expense	\$ -	\$ -	\$ -
660 Miscellaneous Expense	\$ -	\$ -	\$ -
665 NBEA Election Ballots Expense	\$ 900.00		\$ 900.00
667 NBEA Convention Expense (Guests)	\$ 300.00	\$ -	\$ 300.00
668 NCBEA Board Meeting at NBEA	\$ 2,400.00	\$ -	\$ 2,400.00
669 NBEA Conv. Past Presidents Event (Breakfast)	\$ 200.00	\$ -	\$ 200.00
670 NBEA Convention Expense			\$ -
671 NBEA Professional Development Partnership	\$ 1,600.00		\$ 1,600.00
672 NCBEA New Prof. Dev. Stipend (Past Pres.)	\$ 400.00	\$ 400.00	\$ -
673 NBEA Presidents Reception at NBEA Expense		\$ -	\$ -
674 NCBEA Meeting Facilities at NBEA	\$ 100.00	\$ -	\$ 100.00
685 Special Publications Expense	\$ 500.00		\$ 500.00
Transfer to CD		\$ -	\$ -
<b>TOTAL EXPENSES</b>	<b>\$ 19,700.00</b>	<b>\$ 4,076.77</b>	<b>\$ 15,623.23</b>
<b>NET INCOME</b>	<b>\$ -</b>	<b>\$ 671.73</b>	

**Balance Statement, September 26, 2011**

CHECKING ACCOUNT BALANCE	\$18,531.30
MONEY MARKET ACCOUNT BALANCE	\$ -
CERTIFICATE OF DEPOSIT	\$ -
	<u>\$18,531.30</u>

## NCBEA 2010-2011 Budget & Income Statement

Prepared 3/27/2010

Approved: 3/30/2010

	2010-11 Budget 7/1/10-6/30/11	2010-11 Actual 7/1/10-3/29/2011	Difference 6/30/2011
<b>INCOME:</b>			
410 Membership	\$ 8,000.00	\$ 6,727.50	\$ 1,272.50
415 NCBEA Convention Rebate		\$ 1,160.00	\$ (1,160.00)
418 NCBEA Past Presidents' Sponsored Stipend	\$ 400.00	\$ 490.00	\$ (90.00)
420 Fundraisers Income	\$ 1,500.00	\$ 1,027.50	\$ 472.50
422 Interest Income	\$ 50.00		\$ 50.00
425 Miscellaneous Income		\$ 20.00	\$ (20.00)
430 Special Publications (CD ROM's)	\$ 2,500.00	\$ 2,947.75	\$ (447.75)
440 NBEA Professional Development Partnership	\$ 1,600.00	\$ 1,300.00	\$ 300.00
442 NBEA President's Reception at NBEA	\$ -		\$ -
445 Transfer from Checking Accounts/Investments	\$ 1,935.00		\$ 1,935.00
TOTAL INCOME	\$ 15,985.00	\$ 13,672.75	\$ 2,312.25
<b>EXPENSES:</b>			
610 Administrative Board Meetings	\$ 3,200.00	\$ 2,865.29	\$ 334.71
615 Share of NBEA Board Expenses	\$ 1,000.00	\$ 1,346.38	\$ (346.38)
620 Newsletter Expense		\$ -	\$ -
Committees			\$ -
630 Membership	\$ 2,600.00	\$ 1,007.27	\$ 1,592.73
631 Marketing/Linkages	\$ 200.00	\$ -	\$ 200.00
632 Handbook/Bylaws	\$ 100.00	\$ -	\$ 100.00
633 Awards/Recognition	\$ 300.00	\$ 426.19	\$ (126.19)
635 Program of Work	\$ 50.00	\$ -	\$ 50.00
Officer's			\$ -
639 Past President's Expense	\$ 75.00	\$ -	\$ 75.00
640 President's Expense	\$ 100.00	\$ 22.00	\$ 78.00
641 President's Travel Expense	\$ 2,500.00	\$ 1,381.61	\$ 1,118.39
642 Secretary's Expense	\$ 10.00	\$ -	\$ 10.00
643 Treasurer's Expense	\$ 150.00	\$ 122.05	\$ 27.95
644 Treasurer's Audit Expense	\$ 25.00	\$ -	\$ 25.00
655 Legislative Expense	\$ 25.00	\$ -	\$ 25.00
660 Miscellaneous Expense	\$ 100.00	\$ -	\$ 100.00
665 NBEA Election Ballots Expense	\$ -	\$ 884.77	\$ (884.77)
667 NBEA Convention Expense (Guests)	\$ 300.00	\$ -	\$ 300.00
668 NCBEA Board Meeting at NBEA	\$ 2,400.00	\$ 1,799.23	\$ 600.77
669 NBEA Conv. Past Presidents Event (Breakfast)	\$ 250.00	\$ -	\$ 250.00
670 NBEA Conction Expense		\$ 26.82	
671 NBEA Professional Development Partnership	\$ 1,600.00	\$ 1,200.00	\$ 400.00
672 NCBEA New Prof. Dev. Stipend (Past Pres.)	\$ 400.00	\$ 200.00	\$ 200.00
673 NBEA Presidents Reception at NBEA Expense		\$ -	\$ -
674 NCBEA Meeting Facilities at NBEA	\$ 100.00	\$ -	\$ 100.00
685 Special Publications Expense	\$ 500.00	\$ 366.38	\$ 133.62
Transfer to CD		\$ -	\$ -
TOTAL EXPENSES	\$ 15,985.00	\$ 11,647.99	\$ 4,363.83
NET INCOME	\$ -	\$ 2,024.76	

### Balance Statement 30-Jun-11

CHECKING ACCOUNT BALANCE	\$17,459.57
MONEY MARKET ACCOUNT BALANCE	\$ -
CERTIFICATE OF DEPOSIT	\$ -
	<u>\$17,459.57</u>