

**NCBEA Annual Business Meeting Minutes**  
**International Board Room**  
**Wyndham Hotel**  
**Indianapolis, Indiana**  
**November 20, 2015**

The Business meeting was called to order by President Robert Murray at 11:15 a.m.

**Special Guests:** Dr. Robert (Barry) Blair, Dr. Janet Treichel, Kay Ono, Western Region President, two NBEA Past Presidents, Maurice Henderson and Marlene Stout.

Matthew White was appointed Parliamentarian for this meeting.

Patricia Pearson, Matthew White, and Debbie Stanislawski were appointed to the Minutes Approval Committee.

The minutes of the July 14, 2013, Business Meeting in Des Moines, Iowa, have been approved by the Minutes Approval Committee—Beth Sindt, Debbie Stanislawski, and Tina Trumbower. Paper copies were made available.

**Treasurer's Report**—Savings approximately \$13,000 and checking \$3,096.10.

Stella will be move forward with removing Maurice Henderson from the account, and adding President-elect Matthew White as the second signature on the account.

**President's Report:** President Murray has visited 6 of the states in the Region.

**President-elect Report**—Matthew White is working with Colleen Webb, Michigan President, on the 2016 Joint NCBEA/MBEA Convention. State Presidents will gather in the Vendor area at 7:30 a.m. on Saturday for a discussion over breakfast.

**Past President's Report**—Cathy Carruthers—Two First-Time Attendees stipends will be awarded, leaving \$600 in the Past President's fund. Cathy has solicited some donations.

**Nominations Report**—Cathy Carruthers—Open positions include Webmaster, President-Elect, Secretary, Student Representative, and Membership Directors in Illinois, Indiana, and Iowa need to be newly appointed/elected or reappointed.

**NCBEA Director on the NBEA Board Report**—Debbie Stanislawski—reminded the group about the NBEA Conference in Las Vegas and announced that research aspects will be infused throughout the entire conference.

**Standing Committee Reports**

**Awards**— Rhonda Schmidt—three awards will be presented at the Awards Dinner Friday night.

**Bylaws**—Cathy Carruthers—will be working on revisions during the coming months

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**Legislative**—Colleen Webb—The Legislative Committee will be contacting state presidents and asking for a contact in each state for Legislative issues. A newsletter will be published two times a year, fall and spring, and distributed to membership. Each state will have a section along with general information that all members will need to know.

**Membership**—Sue Elwood—Webinar Monday, November 23.

**Marketing & Linkages** - Different ways to help finance NCBEA were discussed. Virtual meetings will be held soon. Membership will be surveyed about what they might be interested in. What can we do to promote our professional image? It was discussed that we develop a focus for the year.

**Publications**—Sue Elwood—current newsletter was distributed a week ago. January 30 is the next deadline for the February 2016 edition. Sue will be contacting the various State Presidents to write articles.

**Program of Work**—Robert Murray—presented at the Board meeting

**Strategic Plan**—Robert Murray--Strategic Plan presented at the Board meeting

**Unfinished Business**—Robert Murray—none

**New Business**—Robert Murray

By-Laws and Convention Handbook need to be updated.

**Announcements:**

Maurice Henderson: Reminders

- Constant Contact needs to be updated on a regular basis
- NBEA Convention in Las Vegas
  - modifying the leadership academy and training to make it longer and make it available to others as well
  - encourage State President-Elect to attend
- Communications will be going out on this topic in early December

Meeting adjourned at 11:43 a.m.

Respectively submitted,

Colleen L. B. Webb, Secretary

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