

**North Central Business Education Association
Administrative Board Meeting**

Approved

**Tuesday, April 12, 2022
7:00pm, Level 4, Addison Room
Chicago, IL**

- I. Call to Order, 7:00 p.m. Colleen Webb
- II. Roll Call Debbie Stanislawski
- Colleen Webb, NCBEA President
Andrew Stout, NCBEA Board Rep, President Elect, Interim Treasurer
Debbie Stanislawski, NCBEA Secretary
Stella Hull, NCBEA Newsletter Editor
Cathy Carruthers, Illinois Membership Director
Tonya Skinner, Missouri Membership Director (Outgoing)
Karen Hirschey, Indiana Membership Director
Sue Elwood, Regional Membership, Website Editor
Tom Mays, Ohio Membership Director
Jonathan Walker, Missouri Membership Director (Incoming)
- III. Voting Privileges Colleen Webb
- IV. Appointment of a Parliamentarian Colleen Webb
- Cathy Carruthers appointed.
- V. Additions to the Agenda/Approval of Agenda Colleen Webb
- No additions to the agenda.
- Motion K. Hirschey. Second J. Walker. Motion passed.
- VI. Minutes Approval Debbie Stanislawski
- Motion S. Elwood. Second T. Mays. Minutes approved.
- VII. Financial Update Andrew Stout
- Balances were given for accounts.
- Checking X8884: 2329.82 Savings X8892: \$9,001.29 Savings X7699: \$1,977.97

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VIII. NBEA Executive Board Update Andrew Stout

Discussion of restructure at the NBEA Board level and the optional plan for regionals to restructure.

- Very initial conversations about the possibility of rebates between national and states, where states are able to get reimbursement for dues paid.
- Official vote on restructure will be forthcoming.

IX. New Business Colleen Webb

A. February Electronic Vote Certification (NCBEA Director to NBEA) Colleen Webb

We need to certify that electronic vote and have it in minutes.

C. Carruthers made the motion to accept the unanimous vote of Tom Mays to become the NCBEA Director to the NBEA Board. Second by T. Skinner. Motion passed.

B. Status Report 501(c)3 Sue Elwood

Sue reapplied for NCBEA to have 501(c)3 status starting immediately. A letter will eventually be received that we can put in our records.

C. Carruthers made a motion to reimburse Sue Elwood \$275.00 for applying to reinstate our 501(c)3. Status. Second by S. Hull. Motion passed.

C. Board/Director Insurance Colleen Webb/Sue Elwood

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Sue secured liability insurance for \$450 for NCBEA that has not yet been billed.

Insurance started as of April 4, 2022. Policy runs for 1 year.

Everyone on the board now is covered for liability by this policy relative to NCBEA.

Coverage up to \$1 million per incident.

D. Discussion NBEA Restructure Guidelines Colleen Webb/Andrew Stout

One objective of restructure is to refocus regions and connect states more formally with NBEA. Another objective is to eliminate fiduciary responsibilities for NCBEA,

A few highlights discussed include:

- With the restructure NBEA takes on any new funds after the restructure. NCBEA maintains control of funds prior to the restructure.
- NBEA will take on legal control of the region.
- Discussion of the implementation of the pilot new leadership structure and the timeline of reviewing in January to determine the way forward.

E. NCBEA Leadership Restructure Colleen Webb

F. Policies and Procedures Revision Colleen Webb/Cathy Carruthers

Draft Handout hard copy – ask for digital copy for appendix.

This draft will be sent out digitally after the meeting by President Carruthers.

G. Set Voting Date for Policies and Procedure Colleen Webb

Please read and suggest changes prior to April 29, 2022.

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Final version sent out digitally by May 6, 2022.

Voting Meeting on Tuesday, May 10, from 7:30-8:00 p.m. Central time (8:30 Eastern).

A leadership (President and President Elect and state directors) meeting of states will be planned after May 10, 2022. Possible date of May 17.

X. Old Business

A. NCBEA Bylaw Revision

Colleen Webb/Cathy Carruthers

B. Other

Colleen Webb

C. Past President Meeting:

i. No applications for scholarship to attend NBEA from Past Presidents.

XI. Adjournment at 8:30 p.m.

Colleen Webb