

**Future Business Leaders of America  
Board of Directors' Meeting  
March 8, 2017  
Minutes**

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**Call to Order:**

The regular meeting of the Colorado FBLA Board of Directors was called to order at 9:07 a.m. on March 8, 2017 by Jennifer Flummerfelt.

**Roll Call:**

The following members were present:

<b>Name and Position</b>	<b>Present: Yes/No</b>	<b>Name and Position</b>	<b>Present: Yes/No</b>	<b>Name and Position</b>	<b>Present: Yes/No</b>
<b>Program Director</b> Dana Anderson	Yes	<b>District 5</b> Steve Fromme	Yes	<b>District 10</b> Lawson Miller Secretary	Yes
<b>District 1</b> Jennifer Flummerfelt Chair	Yes	<b>District 6</b> Cathy Tkacik	Yes	<b>District 11</b> Janna Robinett	Yes
<b>District 2</b> Sean McCoy	Yes	<b>District 7</b> Shawna Frankmore	Yes	<b>State Officer Team Adviser</b> Tonya Davies	Yes
<b>District 3</b> Sue Terrell	Yes	<b>District 8</b> <b>State Officer Team Adviser</b> Sharon Adams	Yes	<b>CO FBLA President</b> Nishtha Kochhar	No
<b>District 4</b> Jeanette Lambrecht	Yes	<b>District 9</b> Jane Nelms	Yes		

**Approval of agenda:**

The meeting's agenda was reviewed and approved.

**Approval of minutes:**

Minutes from the September 7, 2016 meeting were corrected to reflect Shawna Frankmore as being present and then approved by the board.

Minutes from the February 22, 2017 emergency board meeting were approved.

**Reports:**

*State Officer Team Advisers:*

Sharon- Officers are getting their formal wear ordered and finishing their POW.

Tonya-DLC conferences were exciting and officers are excited about SLC. Also, officers are attending other CTSO conference

*Program Director of Business and Marketing:*

Dana- excited about some new programs that will be rolled out in the near future. Also, getting prepared for content meetings.

*District Reports:*

**Laid on the table for May board meeting**

**New Business:**

**State Leadership Conference**

Opening Ceremony:

- There will be two opening ceremonies.
- Opening Ceremony #1: 7pm-8:15pm; these schools exit Dobson arena through the East doors and will eat the second dinner shift
- Opening Ceremony #2: 8:45pm to 10pm; these schools will eat the first dinner shift
- *It was moved and seconded to only recognize the Leader and America awards on stage in efforts to save time while all levels will still be recognized in the conference program. Motion passed.*
- *It was moved and seconded to move BOD recognition from the opening ceremony to the Adviser Meeting in efforts to save time. Motion passed.*
- *It was moved and seconded to move Advisers' Years of Service recognition from the opening ceremony to the Adviser Meeting in efforts to save time. Motion passed.*
- Retiring Advisers recognition will remain in the opening ceremony.
- The Keynote speaker will need to limit her message to 25-30 minutes in efforts to save time and will deliver a message at each opening ceremony.
- State officer candidates will be introduced at both opening ceremonies
- The script is finalized.
- **TBD: confirming the national officer (he'll need lodging), years of adviser service from each district, singer for the national anthem,**

Finalizing Details:

Item	Notes	TO DO/ Further questions
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Dance	All advisers will chaperone. The dance will be divided into two chaperone shifts	Advisers need to be assigned to a shift. Recommended to divide based on district.
Chapter Adviser Duties	Each BOD member will have access to the advisers' cell phones if they don't show up to their assigned shift	Review last year's adviser duties and make necessary adjustments.  Lawson is overseeing events at Mariott and a new adviser will need to fill in the duties she helped with last year. Are there any others who are new to the board that will need to be replaced in the adviser duties spreadsheet given they are in charge of something else?
March of Dimes walk	Old State t-shirts will be given out at the walk.	Tonya will contact MOD to confirm and schedule
State T-shirts	T-shirts will not be offered this year. Instead, water bottles will be available for pre-order. Janna presented a design with a Colorado skier to be printed on water bottles.	Janna will send out an email with an order form for chapters.  Can email include pic of design that will be on water bottle?
State Skill Event Grading	March 16, 2017 at 9am. Building is TBD.  Members planning to attend: Sharon, Tonya, Steve, Cathy, Jeanette, Sue, Lawson, and potentially more.	Tonya will need access to wufoo to pull submissions  Tonya will need access to DLG to enter final scores  Cathy will bring copies of the production answer keys.  Sharon will bring
Program/Schedule	District meetings were removed from the program	Sean will find and add maps to program.  Lawson will organize workshop presenters and provide bios/descriptions and find out equipment needs
Busses	Two busses have been reserved for shuttling	Where will school busses be able to park?  What are the times the shuttles will be running? Will two be enough?

Item	Notes	TO DO/ Further questions
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Judges Social	The social only took place because a previous vendor required a food/drink minimum. This hotel isn't being used anymore (is this correct?) and the Judges social is no longer a necessity.	
Workshops	<p>Dana- TriLeadership has a contract for 6 workshops but they need to leave by 1pm (so how does that work per the contract? Discount?)</p> <p>Jana has four committed workshops (2 on Wed for JA, and 2 sessions on Thursday with CEOs)</p> <p>Sharon- has spoken to Men's Wearhouse</p> <p>Jane- potential speaker on interview skills</p> <p>Lawson- ATT Don't text and drive?</p>	<p>Jen- contact Vail business teacher about potential speakers from Vail</p> <p>Tonya-MOD Walk confirmation;</p> <p>Who is confirming space and number of sessions needed for Zumba for Babies?</p> <p>Lawson will send out a spreadsheet to the board to help streamline info for workshop presenters.</p> <p>"QR Codes"- Janna will set up and format a system to timestamp student participation of workshops. Will send out an email to state explaining process.</p>
Exhibitors	<p>Should target students.</p> <p>Water bottles can be set up for sale near exhibitors.</p>	

### Unfinished Business:

#### Testing:

There has been an ongoing discussion about where objective testing should take place. It was argued that taking the objective tests *before* the conference detracts from the student experience of competing in Vail. There's also a concern for cheating. On the other hand, finding space for ALL tests to be taken at Vail is also a challenge. Therefore:

*It was moved and seconded that all individual, objective tests be taken at Vail, provided there is space, while all team tests will be taken during the online testing window.  
Motion passed.*

Students competing in an individual objective test event, Future Business Leader, or a computer production event will test in Vail (the production assessment with any Computer Production Event is still due on March 15th but students will take the objective portion at Vail). However, all Roleplay events that require testing, and Parli Pro, will test at their schools under proctored conditions.

The **online testing window** for roleplay testing and Parli Pro will be: **March 15th-April 12th**

Also discussed was the growing concern of students not receiving the chance to present a roleplay due to test scores. Therefore:

*It was moved and seconded that, given space, all roleplays will now present a case study in a preliminary round at SLC. The preliminary round will have a weighted score. 50% of each team's overall preliminary score will be based on a team's preliminary performance score and the other 50% of each team's overall preliminary score will be based on the team's objective test score. The top five overall scores from each section will present a roleplay in the final round. The score in the final round will be 100% based on performance and the objective test will only be used as a tiebreaker in the final round. Motion passed.*

Selection Committee for SLC 2017:

-Sharon needs a selection committee member by end of week, Peak award kids only; student name and adviser name and emails for each.

NLC--State meeting but no state activity, Room block for dates of 6/26-7/3

CFLC Locations:

**-Laid on the table until new FBLA State Adviser, Jen Girvin, starts her position.**

DLC Calendars coordination 2018 – No DLC earlier than January 30th

-Lawson: Create google sheet for DLC info calendar dates on DLC Calendar in shared folder

Calendar Dates for 2017:

**-Laid on the table until new FBLA State Adviser, Jen Girvin, starts her position.**

Next meeting is May 3rd at 9am in the Foundation Room at 9101 E. Lowry Blvd.

Sharon moved to adjourn meeting at 12:30. Motion passed.

Adjourned at 12:30.

JLM