



**September 02, 2005**

**Meeting Minutes**

**OPENING**

Norm Champagne called the Arizona SkillsUSA Board of Directors meeting to order at 10:04 AM on September 02, 2005 Phoenix, Arizona.

**ROLL CALL**

**Board Members**

Norm Champagne	Scott Soldat
Doug Bogart	Shea Padilla
Michael Halfmann	Jan Bilan
Tom Goetz	Joe Epperson
Randy Jarvas	
Lani Brite	
Oscar Olivas	

Pledge Recited

**PREVIOUS MINUTES**

- Minutes Reviewed

**MOTION: That the minutes from the June 03, 2005 Board Meeting be accepted with exception of typo's.**

- **Motion carries**

**TREASURER'S REPORT**

- Quick Books is great and training continuing
- Quick Book reports are extensive and can be configured many ways
- Quick Book will allow future reports will reflect a true year to date report
- Quick Books will allow line item reports to be shown
- Meeting with accountant can be arranged to help explain questions regarding QB and reports
- Reconciliation with Travel Time is up to date
- Money outstanding still from schools/teachers from State Championships
- Policy change may be proposed for late fees – QB will allow for invoices to be sent out quicker

- Norm – What is the reason for Credit Card being maxed?
  - Reason is State Officer Training and Nationals are back to back and expenses are covered with CC.

**MOTION: That the treasurers report F.S 7/31/05 be accepted.**

- **Motion carries**

## **STATE SUPERVISORS REPORT**

### **Joe Epperson – ITE Supervisor**

- New program – Industrial Manufacturing coming online, competencies will replace precision metals
- Welding is still stand alone program

### **Jan Bilan – HCSC State Supervisor**

- Fire Science – 23 new programs approved, 10 NOI's (Notice of Intent)
- Law, Public Safety and Security – 29 new programs – 8 NOI's
- Cosmetology – 28 new programs approved
- 50% of new programs are in southern half of the state
- Sports Medicine – 17 new programs – 17 NOI's
- HOSA – Most Med. Programs like the idea of just Health Care Involved
- 80 new programs total – 18 NOI's

### **Shea Padilla – MMIT State Supervisor**

- Information Technology – 84 current programs, 42 NOI's (most are web page)
- Graphic Communication – 14 NOI's
- Radio and Television Technology – 45 current programs, 27 NOI's
- Shea's expectations are high – setting up mentoring program with most industry people

## **State of the Association – Scott Soldat**

- QB can generate many forms of reports graphs included, Scott presented board with examples
- Wyndham Hotel will be used this year for State Championships, 532 rooms, ample parking, all amenities offered, one room for luggage storage, single double triple quad \$99 rate
  - Meetings, elections and contest will be at Civic Plaza
  - Scott is looking to have cluster chairs for contests to help coordinate event with contest chairs
  - Possibility for these cluster chairs travel to Nations to see operations
  - Shea Padilla suggested some contest be clustered with other contest that are closer related
  - Empire (Caterpillar) will participate this year

### **Best Award**

- SkillsUSA Arizona (Scott Soldat) awarded Best Use of Brand; print and online materials at Nationals
  - Great Job Scott!
  - New posters, certificates, folders, conference programs and year and review video/DVD to be sent out to advisors

### **Director Certification**

- Scott submitted portfolio and received Director Certification from National Office
- Congratulations Scott!

### **YDF – Youth Development Foundation**

- Areas of Responsibility
  - Financial
  - Awareness
  - Media Public Relations
  - Business Industry Partnerships
    - Brandon Aimes – ABLE Co. – will help promote name and image through the media
    - \$10,000 to be donated
    - Will work on getting two more board positions filled, goal is to have five industry board members – setting up meeting with Jim Smith VP Empire
    - Ideas is to sponsor Officer Team, advisors luncheon etc.
- Norm – suggested we encourage Air National Guard to work with us regularly and possibly sponsor Advisor Luncheon
- Good progress being made with YDF
- Board – Policy Handbook needed

### **Tour Civic Center Facilities**

- Exhibit Hall C, D, E, Ballroom and meeting rooms 25 – 43 will be available for State

### **FY '06 – Officer Elections**

President – Michael Halfmann  
Vice President – Norm Champain  
Secretary – Oscar Olivas  
Treasurer – Doug Bogart

**MOTION: To vote in the set of new officers for FY 2006 of  
President Michael Halfmann  
Vice President Norm Champain  
Treasurer Doug Bogart  
Secretary Oscar Olivas**

**Motion Carries**

### **NEW BUSINESS:**

#### **Late Payment Policy**

- See Scott (policy written on his computer) and to be adopted

**MOTION: To accept Late Payment Policy proposed and written (on screen).**

#### **Motion carries**

\*(Letters and Late Payment Policy to be sent out to all advisors and directors)

#### **FY Strategic Plan**

- Strategic plan to be discussed at LTC

#### **FY '06 Budget**

- \$181,023.88 Projected Expenses
- \$188,604.00 Projected Income

#### **MOTION: To accept the FY '06 Budget.**

##### **Discussion:**

**Quick Books will be able to track the budget much easier and generate detailed reports.**

#### **Motion carries**

#### **Board Meeting Schedule**

- November 17, 2005 Prescott (LTC)
- January 13, 2006 TBD
- March 10, 2006 TBD
- April 13, 2006 State Conference
- June 2, 2006 TBD

#### **Region 3 Representation**

- Lani will no longer represent Region 3 will now be in Region 5, suggestions as to possible replacement
- J. Lambruth and R. Rector suggested
- Scott recommended advertising position and will e-mail all of Region 3 for any one who would like to be considered for position.
- All applicants would submit a short bio. Board would review and appoint before the November meeting so they may be present for the meeting.

#### **PDP Training**

- Nationals is looking for site
- Arizona chosen
- State Farm is sponsoring program – cost will be \$30 not the \$225. Great deal for teachers.

#### **FY '06 Old Business**

##### **State Conference Fees**

- Fees need to be increased to cover costs
- Currently \$40 increase to \$45 – would increase revenue by \$7725.00
- May to need to review and increase the following year if sponsorships aren't available

#### **MOTION: To raise State Conference fees by \$5 at all levels.**

#### **Motion carries**

#### **Leadership Training Camp**

- Scott recommended an increase of \$5 to help offset cost.
- Current cost is \$125 new cost would be \$130
- TLC Planning Committee – ABLE working to get professional speakers, utilize camp staff and have a community service project planned

#### **MOTION: To increase the Leadership Training Camp fee from \$125 to \$130.**

#### **Motion carries**

**Meeting Adjourned: 4:20 PM**