



Board of Directors

Meeting Minutes

January 19, 2021 7:00PM

Erin Snitkey, Iowa FBLA-PBL Board President, called the meeting to order at 7:05PM

In attendance at the meeting was

Chris Dzurick, Iowa Department of Education

Lou Voss, Iowa FBLA State Adviser

Susan Seuferer, Iowa FBLA Financial Coordinator

Jeff Sears, Astellas Pharma

Erin Snitkey, Nationwide Insurance

Jennifer Anderson, University of Northern Iowa

Joe Hanson, Des Moines Area Community College

Jane Koch, North Cedar High School

Shannon Smith, Creston High School

Tracy Weber, Bellevue High School

Erin Snitkey asked if any revisions were needed to the minutes. Hearing none, the minutes were approved as is.

State Staff Updates

Chapter dues and Association Fees

Lou Voss discussed increasing Iowa FBLA state dues from \$4 to \$6 per person. There has not been an increase since 2011. If approved, this would still be below dues charged for Iowa BPA and Iowa DECA. Jeff Sears asked what this increase in dues would be used for. Susan Seuferer said that there wasn't any big event that is causing this, but wanted to make this more aligned with other organizations, but not go over the national dues. Lou says we would like to give chapters the option to do regular dues or association dues. This would allow for chapters to increase members since right now not all of our business students are in FBLA currently. Tracy Weber asked how this would work for her chapter. Susan Seuferer discussed the benefits to chapters and how it could increase membership. Shannon Smith clarified that you could still charge your members local dues but you cannot charge members again for state and national dues. This is looking at next year for membership dues. Nationals does have the option to integrate an affiliation model. Chris Dzurick clarified that you can only use Perkins funds IF your dues are paid as an association fee. Jeff Sears motioned to approve an association model like what was presented by the state staff and Tracy Weber seconded. The "ayes" have it. The motions were approved to increase state dues and



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offer a program affiliation model for 2021-2022. This information will be sent out to local advisers to present to chapters to be voted on at SLC 2021.

Updated FBLA-PBL Financial Reports

The DMACC Balance as of 12/31/2020 was \$59,623.16 which was an increase of about \$6,000 from July 1st. Fall programming revenue was down \$7,516 because of no in person conference but we still had a profit of \$3,468.75. State Officer expenses are also down because of not being able to attend National Policy Seminar. Association Management money has also not been used. There will be some additional printing costs for RLC and SLC. For RLC, we were up in the amount of students registered compared to what was budgeted, but we lowered how much was charged per person since it moved online. The registration platform amount increased in its fees, but there are some positives with Blue Panda and judges electronic sheets which should make things easier. For SLC, there will also be an increase in technology expenses because of the virtual nature of the conference. We will also be paying for some hotel rooms for officers and state/conference staff. Jeff Sears asked if Blue Panda would potentially also be used for in person conferences because of the convenience of these electronic judging forms. Susan envisioned continuing to use this. We may have to have judges bring devices or have a few devices for judges to borrow. Membership is currently down about 38%. This is typical of most organizations' membership this year. For partnership we already have over \$5,000 this year. Susan displayed a breakdown of what our profit/loss could be for SLC based on possible registered members might be. There were no additional questions. The financial report will be filed for audit.

Unfinished Business

Committees

Erin Snitkey reviewed what committees individual board members agreed to be a part of-Personnel or Governance. Chris Dzurick discussed some of the action steps he recommends for each committee. The personnel committee is the most pertinent as Lou Voss is retiring as State Director of FBLA-PBL. So this committee needs to come up with a job description, come up with a communication method to get this out to people, and fiscal aspects of the position. Also, will need to coordinate the training of this individual. After this, some other personnel things that need to be staff evaluation process, adequate capacity across all staff to meet strategic goals, how to handle staff disputes/conflict resolution, etc.



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Governance committee needs to focus on reviewing the bylaws for the board and the division and review timelines for this. Also election/nomination process of new board members. Jeff asked if there were board bylaws. Lou had a one page document for this that is in the shared drive. The governance committee will be building these out more. Chris has experience building out the bylaws from his prior experience in Missouri FBLA.

Erin Snitkey asked if chairs needed to be designated for each committee and Chris Dzurick said that this was well within her powers to do this. Jeff Sears volunteered to be the chair of the Personnel Committee. The Governance chair will be Jennifer Anderson.

New Business

Jeff Sears reported back on the Professional Division member task force. This is the last year of it in the framework it currently is in. Will be known as Business Alumni Network. So there will be no PD dues come to the state from Nationals. More information to come. Susan remarked that Iowa FBLA-PBL has only received \$24 this year.

Jeff Sears also created a webinar about effective online meetings. Also willing to do a virtual national prep session if there is interest. Dates may need to shift.

Discussed having a standard “scorecard” of information like membership, conference registration number, website traffic, etc. that is reported at each board member.

Current membership is:
FBLA - 729 Paid, 37 Unpaid
PBL - 13 Paid, 0 Unpaid

Announcements:

Discussed our next board meeting. Lou thought this might be better to do after virtual SLC to get information back on how this went. The board switched to virtual and will be on Tuesday, April 6th.

Jeff Sears motioned to adjourn the meeting. Shannon Smith seconded the motion.
Meeting ended at 8:30PM