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# WESTERN BUSINESS AND INFORMATION TECHNOLOGY EDUCATORS

## Executive Board Meeting

### Minutes

Friday, February 18, 2005 - 12:30 to 5:00 p.m.  
Lupa and Pantera Rooms  
Siena Hotel Spa and Casino, Reno, Nevada

Minutes corrected and approved: WBITE Executive Board Meeting Honolulu, HI Friday, February 18, 2006
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1. **Call to Order and Welcome – Joe McFarland**

Meeting was called to order by WBITE President, Joe McFarland, at 12:40 p.m. He welcomed the WBITE Executive Board members and thanked all the STPs for the gifts.

2. **Roll Call – Kay Fujimoto Ono**

**All WBITE Executive Board members were present:**

President, Joe McFarland	Alaska, (Inactive)
President-Elect, Jean Hara	Alberta, (no representative)
Treasurer, Sandra Williams	Arizona, Damita Temper, Abel Hernandez
Secretary, Kay Fujimoto Ono	British Columbia, Richard Thompson**
Past President, Nancy Noe	California, Rose DeMarco, Rhoda James, Marty McFarland
NBEA Sr. Representative, Pauline Newton	Hawai`i, Evelyn Sugihara, Della Kunimune
NBEA Jr. Representative, Helen Humbert	Idaho, Darrell Muck, Angie Neal**
Awards Director*, Jackie Floetke	Montana, Charline Lawrence, Eric Swenson**
Legislative Liaison*, Jane Thompson	Nevada, Lynda Spann, Ann Marie Skrzekut
Membership Director*, Rita Figlenski	Oregon, Verna Reardon, Melinda Platt
Newsletter Editor*, Greg Colf	Utah, Laura Macleod, Alison Williams
PDI Co-Director*, Colleen Vawdrey	Washington, Lynda Schlosser, Eileen Wascisin
PDI Co-Director* and NBEA President*, Mary Ann Lammers	NBEA Executive Director*, Janet Treichel
Strategic Plan Chair, Nancy Noe	ISBE Representative*, Susan White
Telecommunications Chair*, Vicky Charlston	

\* ex-officio, non-voting member

\*\* STP substitute delegate

Notes:

- PDI Co-Director, Colleen Vawdrey, was conducting the workshop; however, attended the meeting to introduce the PDI participants.
- Guest in attendance: Oregon Co-President, Wendy Sorey

3. **Introductions – Joe McFarland**

Joe McFarland introduced the following guests and they each delivered greetings on behalf of their organization. NABTE representative, Randy Joyner, was not in attendance at the meeting but was introduced at a later function.

- a. NBEA President, Mary Ann Lammers
- b. NBEA Executive Director, Janet Treichel
- c. Mountain-Plains Business Education Association (MPBEA) President, Donna Shawn

4. **Appointment of Parliamentarian – Joe McFarland**

President Joe McFarland appointed Nancy Noe as Parliamentarian.

**5. Approval of Agenda – Joe McFarland**

Agenda Item 13N, Board Eligibility for WBITE Offices, was deleted because it was a duplication of another report.

**MOTION #1 – Moved and seconded (Helen Humbert/Richard Thompson) to approve the agenda as amended.**

**VOTE: Unanimously (27 votes) passed. Motion passed.**

**6. Announcements and Correspondence – Joe McFarland**

President McFarland relayed messages from the various regional presidents that could not attend the WBITE Conference.

**7. Approval of Executive Board Minutes, February 13, 2004 – Kay Fujimoto Ono**

- The minutes were approved with the following corrections.
- Page 2, Line 12 – Add Reno (Reno, Nevada)
- Page 4, Line 51 – Clarify WBITE Unrestricted Reserve with a reference that WBITE is building a conference reserve
- Page 5, Line 32 – Add a reference line to indicate that the Mission Statement should be attached to the Bylaws and posted on the WBITE website.

**8. Treasurer's Report – Sandra Williams**

**8a. Stipend Procedure/Explanation** – Sandra Williams stated that she will be consulting with Joe McFarland on the possibility of purchasing a short-term Certificate of Deposit in order to get additional interest. Sandra also stated that WBITE is a financially-stable organization due to the increase in conference profits.

**8b. 2003-04 Financial Reports** – WBITE is awaiting the results of the audit report.

**8c. Audit Report** – The audit report is not ready yet, and it will be sent to the Executive Board. An e-mail will be sent out to the Executive Board asking for a motion to accept the audit report; then a second to the motion will be requested. After the motion is seconded, the Executive Board (voting members) will be asked to submit a vote.

**8d. 2004-05 Year-to-Date Report**

- Line 9 – 4100, Membership Dues Share – \$3,695.50
- Total Revenue – \$3,989.47
- Line 46 – 5720, WBITE Share/NBEA Board Meeting – \$1,253.20
- Line 63 – 6020, Labels – \$2,175.41 under Total
- Line 89 – Total Expenditures – \$5,912.67 under Total
- Current cash balance (checking) \$7,757.18
- Savings, \$1.05
- Money Market, \$43,047.39
- Assets, \$50,805.52

**9. Program of Work Reports of the Executive Committee**

- |                                |  |
|--------------------------------|--|
| a. President, Joe McFarland    | e. Past President, Nancy Noe               |
| b. President-Elect, Jean Hara  | f. NBEA Sr. Representative, Pauline Newton |
| c. Treasurer, Sandra Williams  | g. NBEA Jr. Representative, Helen Humbert  |
| d. Secretary, Kay Fujimoto Ono |  |

- President McFarland stated that the general Program of Work (POW) reports are available online. In addition, all WBITE officers provided written POWs to the Executive Board.

- As president, Joe has attended all the STP conferences this year, and he plans to attend California and Arizona conferences in the near future.

**10. Committee Reports****10a. Strategic Planning – Nancy Noe**

Nancy Noe provided every STP representative, WBITE officers, and WBITE committee chairs with a CD-RW with the WBITE Policies and Procedures Manual, Bylaws, Strategic Plan, and SWOT. She asked that the documents be updated when necessary.

**10b. Telecommunications – Vicky Charlston**

- President McFarland thanked Vicky Charlston for maintaining the WBITE website and updating the information on a timely manner. Vicky's term has expired and she will not be returning as Telecommunications Chair.
- Vicky Charlston reported that the Telecommunications Committee is comprised of the STP webmasters. Any STP webmaster changes should be reported to WBITE President-Elect, Jean Hara.
- The Telecommunications Committee talked about what could be done to enhance the website. They also discussed the possibility of an e-mail system—both the pros and cons—and maintaining it.
- The Committee also discussed an online newsletter.

**10c. Awards – Jackie Floetke**

- Jackie Floetke thanked the STPs for submitting award nominees.
- Five (5) STPs submitted their newsletters.
- Jackie Floetke stated that the award forms were on the WBITE website. In addition, award forms were mailed to the STP presidents, presidents-elect, awards chairs, and newsletter editors.

**10d. Professional Development Institute Committee – Colleen Vawdrey and Mary Ann Lammers**

- The Professional Development Institute (PDI) Committee report was presented by Mary Ann Lammers as Colleen Vawdrey was conducting the PDI workshop.
- Colleen Vawdrey has been on the PDI Committee for six years and this is her last year.
- There were seven (7) participants this year; next year's goal is to have at least two participants from each state.

**10e. Western News Exchange (WNE) Newsletter – Greg Colf**

- Editor Greg Colf thanked the STPs that submitted articles. President McFarland encouraged people to submit articles because it is difficult being the editor without articles.
- Greg Colf stated that the printing costs are increasing. Posting the WNE on-line will be discussed under Agenda Item 13h.
- Editor Colf encouraged people to submit articles electronically.
- Upcoming newsletter due dates: April 1, October 30, and November 30

**10f. Membership Report – Rita Figlenski**

- Rita Figlenski has been the Membership Director for six years, and this will be her last year.
- Rita was pleased that all STP membership directors have responded to her e-mails.
- In May, Rita mailed out letters to 228+ members whose memberships had lapsed.
- At present, there are 339 lapsed WBITE memberships.

**10g. Annual Conference Advisory Committee – Susan White**

- Susan White and Colleen Vawdrey were the members of the Annual Conference Advisory Committee that met with the STP conference planners this year.
- This year, all STP conference planners were asked to stay for the meeting, which was very beneficial for all members. Each STP report was reviewed and recommendations were given to the conference planners.
- Susan White will create a spreadsheet of prior conference budgets for all future conference planners. In addition, it was recommended that copies of past hotel contracts would be helpful to future conference planners.

- Susan White suggested that all conference planners remain for the entire conference planning session. The questions and discussions are relevant and helpful for all conference planners; it is a learning process for all.
- Susan White suggested that WBITE provide a network of prior conference chairs to assist new conference chairs in their early planning processes.

***President Joe McFarland bypassed Agenda Items 10h-10j in order to complete all the STP and Affiliate Reports prior to the break.***

#### **11. STP and Affiliate Reports**

Written reports were provided by the STPs; however, each STP president or representative was given a few minutes to report on their activities.

- e. Alaska, (Inactive) No report.
- f. Alberta, (No representative) No report.
- g. Arizona, Damita Temper, president
- h. British Columbia, Richard Thompson, representative
- i. California, Rose DeMarco, president
- j. Hawai'i, Evelyn Sugihara, president
- k. Idaho, Angie Neal, representative
- l. Montana, Eric Swenson, representative
- m. Nevada, Lynda Spann, president
- n. Oregon, Verna Reardon, president
- o. Utah, Laura Macleod, president
- p. Washington, Lynda Schlosser, president
- q. ISBE, Susan White, western regional representative elect

***President Joe McFarland directed the Executive Board back to Agenda Item 10h.***

#### **10h. Legislative Report – Jane Thompson**

- Legislative Liaison to NBEA Jane Thompson encouraged every STP to send two representatives to the Saturday legislative session from 1:40-2:30 p.m.
- The California Business Education Association (CBEA) has retained the services of a Business Education Advocate to help CBEA with advocacy regarding the importance of business education to the economy in California.
- The Governor of California is very supportive of vocational courses; however, the Superintendent of Public Instruction believes in more science, math, and English requirements.
- Jane Thompson read and submitted the Resolution in Support of Carl D. Perkins' Funding

***MOTION #2 – Moved and seconded (Rose DeMarco/Rhoda James) to adopt the legislative resolution as presented by Dr. Jane Thompson.***

***VOTE: Unanimously passed with a voice vote. Motion passed.***

- Helen Humbert requested more specifics on how or what we could do to support this resolution. Jane Thompson suggested that the resolution (1) be put on the WBITE and all STP websites and (2) be sent to all conference attendees. Additional suggestions should be directed to Jane Thompson.
- Janet Treichel stated that the representatives and senators want to hear from their state constituents. She suggested that we share short student success stories and tie it to student learning, student success, and how it impacts the students.
- Joe McFarland asked for comments from Donna Shawn. Donna stated that the Kansas Supreme Court has ordered the state to work on educational funding.

- Mary Ann Lammers shared her story about her trip to Salem to visit the state representatives. Accompanying Mary Ann Lammers was the national FBLA officer from North Salem High School and a former student. Whereas the representatives politely listened to Mary Ann Lammers, they became especially interested when the students spoke about their positive experiences.

**10i. Robert J. Thompson Student NBEA Membership Scholarships – Alden Talbot**

- In the absence of Alden Talbot, who was in charge of the computer workshops, President Joe McFarland asked for comments from Robert Thompson, a former WBITE president. He has provided the same program for WBITE and MPBEA.
- Robert Thompson was invited to attend the membership breakfast with the STP membership directors and presidents-elects. In their folders, each membership director received information regarding this scholarship. It is an opportunity for universities and colleges that have teacher training programs in our region. Last year, Robert Thompson authorized 20 scholarships; this year it has been increased to 40. Recipients are not required to be from a NABTE school, however, the scholarship was introduced at these schools.
- Robert Thompson talked about a program for high school and junior high school first-year teachers that would parallel the current scholarship.
- Robert Thompson has committed to fund the membership scholarships and the expenses in executing these scholarships.

**President Joe McFarland called for a break at 2:30 p.m. and reconvened the meeting at 2:50 p.m.**

**Professional Development Institute (PDI) – Colleen Vawdrey**

Immediately following the break, Colleen Vawdrey introduced the PDI graduates. President Joe McFarland thanked Colleen Vawdrey for her work on PDI; this will be her last year as co-director. Next year, Mary Ann Lammers will conduct the PDI workshop. The PDI graduates will also be recognized at the Saturday luncheon.

**PDI 2005 Graduates**

Karla McCale, Montana	Cindy Moriarty, California
Teresa Rex, Utah	Maureen Fitzpatrick, California
Marlene Fitzpatrick, Utah	Darlene Marquard, Oregon
Linda Phillips, Montana (student)	

**10j. Business/Computer Education Excellence Fund – Jane Thompson**

Last year Jane Thompson donated \$381 which is the cost of the one-unit class. The funds were not expended last year, so they remain in the restricted account.

**12. Unfinished Business**

**12a. WBITE Conference 2004 Final Report – Nancy Noe**

- Nancy Noe started her report with an announcement regarding NBEA. She asked that all STPs encourage their membership to attend NBEA in Anaheim to support NBEA President Mary Ann Lammers. All WBITE members are invited to attend Thursday's night reception in honor of Mary Ann Lammers.
- Nancy Noe reported that WBITE 2004 in Oregon had a great committee and thanked them for all their hard work.
- There were 60 speakers with diverse topics.
- Registered: 228 people
- Registered represented: 78 high school, 70 community colleges, 32 post secondary, 21 retired, 25 others, 2 students
- Final proceeds = \$20,268.06

**12b. Bylaws—Procedure Manual Revisions Update – Nancy Noe**

As reported during her Strategic Planning report (Agenda Item 10A), Nancy Noe provided everyone with a CD-RW that included the Bylaws and Policies and Procedures Manual. This information will also be available on the WBITE webpage.

**12c. Candidate Eligibility Lists – Nancy Noe**

- Nancy Noe reported that she sent out the WBITE eligibility list to all the STPs. She asked that the STP officers invite everyone on the eligibility list to run for an office.
- STP presidents-elect were asked to carefully review the list next year for accuracy and to encourage people to run for a WBITE office.
- The WBITE Executive Committee meets twice a year—once during the summer and once at the conference. The Policies and Procedures have changed a lot. Nancy Noe noted that all WBITE Executive Board members receive fifty dollars (\$50) for attending today's board meeting. It was suggested that the Executive Committee also receive \$50 for attending the summer planning meeting. Nancy Noe stated that this was a procedural change which was passed and accepted by the Executive Committee.
- Nancy Noe commended Jean Hara and Marty McFarland for updating the awards section of the Policies and Procedures Manual.

**12d. President-Elect Leadership & Membership Breakfast Report – Jean Hara/Rita Figlenski**

- Jean Hara and Rita Figlenski reported that there were ten (10) people in attendance at the president-elect's workshop, and twenty-six (26) people attended the membership's breakfast.
- President Joe McFarland thanked Rita Figlenski for her years as membership director; Angie Neal from Idaho will become the new membership director.

**13. New Business****13a. NBEA Update – Pauline Newton/Helen Humbert**

- Pauline Newton reported that WBITE was represented at the NBEA Board meeting in Anaheim, California, by Joe McFarland, Helen Humbert, and herself.
- Professional Development Partnership Program (PDPP) is for new members. Every year, the regions support two (2) PDPPs. Some regions send six (6) people to activate and motivate membership in NBEA.
- Pauline Newton reminded everyone that NBEA will be held in March 2005 at the Anaheim Marriott and to register for the convention.
- Next year the convention will be held in New Orleans, NBEA 2007 will be held in Chicago, and NBEA 2008 will be held at the San Antonio Marriott Rivercenter and Riverwalk Hotels in San Antonio, Texas.
- When the national convention comes to California, it has a financial impact on NBEA.
- Pauline Newton encouraged all STP presidents to attend the breakfast at NBEA. Presidents-elect will be honored at a president-elect training session at NBEA.
- This is Pauline Newton's last year as NBEA representative. Helen Humbert will continue as a NBEA representative.

***MOTION #3 – Moved and seconded (Pauline Newton/Helen Humbert) that the WBITE President and the NBEA representatives request that the national membership director provide feedback from renewal mailings in order to improve the links of communication with the regional membership director.***

***VOTE: Unanimously passed with a voice vote. – Motion passed.***

**13b. WBITE Conference 2005 Report, Reno – Marty McFarland**

- Booked room nights, 388; reserved room nights, 270
- Room rates, \$79 plus \$5 per day per person meal coupon
- Exhibits – Seventeen (17) paid companies with 21 tables and 4 complimentary tables (NBEA, ISBE, FBLA/DECA, and WBITE 2006 Conference).

- 1 • Exhibit fees: \$250 per table early registration, \$300 registration; \$150 for second table; \$25 for
- 2 electrical hookup.
- 3 • Approx. 200 registrants. Each STP will receive \$10 per each paid registrant from WBITE.
- 4 • Attendance: Reception, 179; lunch, 185; dinner, 157; Delta Pi Epsilon (DPE) breakfast, 27; tours,
- 5 56; computer hands-on, 116.
- 6

7 **13c. WBITE Conference 2006 Report, Hawai'i – Kay Fujimoto Ono**

- 8 • Make Waikiki Beach Marriott Resort and Spa reservations ASAP—February is a very busy
- 9 season and the hotels sell out on the entire island. Booking code will be released in March.
- 10 • Special website will be set up with conference information and a link that goes directly to a
- 11 Hawaiian travel agency that will offer bulk airfares on Aloha, Hawaiian, Northwest, and American
- 12 Airlines
- 13 • Xerox has donated 2,000 color poster calendars that will be mailed to WBITE and HBEA
- 14 members.
- 15 • Early Call for Presentations deadline, May 1, 2005.
- 16 • Regular registration will be \$175 for members that will include Friday night Exhibitors' Reception,
- 17 Saturday continental breakfast, Saturday luncheon, and Sunday awards dinner. Deadline for
- 18 regular registration will be December 15, 2005.
- 19 • There will be four tours including one to Doris Duke's mansion and a special one conducted by a
- 20 Kamehameha School graduate that will take you to very special Hawaiian places that are not
- 21 normally visited by tourists.
- 22 • Special conference event will be a Saturday night luau for a special fee.
- 23

24 **13d. WBITE Conference 2007 Report, Montana – Eric Swenson**

- 25 • The conference will be held in the city of Missoula at the Holiday Inn Parkside. The University of
- 26 Montana campus is across the river from the hotel.
- 27 • Most major airlines fly into Missoula. Along with Billings, Missoula is the most served city by
- 28 airlines in Montana.
- 29 • Since Monday is not a holiday in Montana, the WBITE 2007 Conference will end with a Sunday
- 30 lunch.
- 31

32 **13e. WBITE Conference 2008 Report, Arizona – Kris Sheets**

- 33 • The conference will be held at the Scottsdale Plaza Resort which also hosted the 1988 WBITE
- 34 Conference.
- 35 • Arizona has the only exception to hosting the conference during the February Presidents' Day
- 36 weekend. The conference dates are May 23-26, 2008, due to the high winter rates in Arizona.
- 37 • The special conference room rate is \$97 per night.
- 38
- 39

40 **13f. WBITE Conference 2009 Report, Idaho – Angie Neal**

- 41 • This is Idaho's first conference report.
- 42 • The conference will be held at the Red Lion Templin's Hotel on the River in Post Falls, Idaho.
- 43 • The conference dates are February 13-16, 2009.
- 44

45 **13g. Executive Committee Stipend – Nancy Noe**

46 This subject was previously discussed by Nancy Noe while speaking on Agenda Item 12c.

47

48 **13h. Spring Issue of Western News Exchange (WNE) On-Line – Greg Colf**

- 49 • Discussed issues from Editor Greg Colf's report under Agenda Item 10e.
- 50 • Some questions that were brought to the Executive Board were as follows:
  - 51 1. What role does/should the newsletter play in promoting STP conferences?
  - 52 2. Should the STP pay the cost of having that material included in the Western News
  - 53 Exchange or should it be considered as part of the "News from the region"?
  - 54 3. If the STP should pay, what would be the appropriate charge rate?
- 55 • CBEA President Rose DeMarco commented that the STPs do not charge WBITE for printing
- 56 WBITE conference information; therefore, WBITE shouldn't charge the STPs.

- 1 • President McFarland referred this item to the WBITE Executive committee summer planning
- 2 meeting.
- 3 • The cost of printing is becoming extremely expensive. By putting the WNE spring edition on-line
- 4 (PDF format) and mailing a postcard notification, WBITE would save approximately \$900. In
- 5 addition it would reduce the publication time. Possible concerns for electronic publication might
- 6 include lack of access to the Internet, long download times for slower connections, and/or
- 7 unauthorized access to newsletter information (membership benefit).
- 8 • Editor Colf is seeking recommendations from the Executive Board, and suggested the following:
- 9 1. One or more WNE being published electronically on the website with a postcard sent to
- 10 the membership.
- 11 2. Decrease the number of printed newsletters from three (3) to two (2).
- 12 3. Increase the WNE budget.

13  
14 ***MOTION #4 – Moved and seconded (Rose DeMarco/Richard Thompson) that the spring edition***  
15 ***be posted online and a postcard be sent alerting them (the membership) that the newsletter is***  
16 ***available on the WBITE website in PDF form.***

17  
18 ***Motion Discussion.***

- 19 • Arizona President Damita Temper suggested providing the membership an option to receive a
- 20 hard copy newsletter with an additional fee. Greg Colf thought this might be difficult since
- 21 membership is paid to NBEA.
- 22 • WBITE President-Elect Jean Hara mentioned that Hawai'i discussed this same issue. Is the
- 23 newsletter a privilege of membership? If it is, then perhaps a website protection or access code
- 24 could be developed for "members only." WBITE Webmaster Vicky Charlston did not know if this
- 25 could be done.
- 26 • ISBE Representative Susie White thought the "members only" access would be a good tool for
- 27 recruiting members.

28  
29 ***VOTE: A voice vote was taken with both "Yes" and "No" votes acknowledged; however, the***  
30 ***"Yes" vote had the voice majority. There were no abstentions. Motion passed.***

31  
32 **13i. NBEA membership required to attend WBITE/STP Conference – Kay Fujimoto Ono**

33  
34 ***MOTION #5 – Moved and seconded (Kay Ono/Pauline Newton) that WBITE continue the***  
35 ***practice of accepting membership in either the host STP or NBEA except in the years when the***  
36 ***conference is sponsored only by WBITE.***

37  
38 ***VOTE: Unanimously passed with a voice vote. Motion passed.***

39  
40 ***President Joe McFarland directed the Executive Board Agenda Item 13k, then back to Agenda***  
41 ***Item 13j.***

42  
43 **13k. NBEA Representative/Membership Chair – Pauline Newton**

44  
45 ***MOTION #6 – Moved by Pauline Newton that WBITE combine the NBEA Representative and the***  
46 ***Membership Director into one office.***

47  
48 ***There was no second to the motion; therefore, the motion died.***

49  
50 **13j. Election Procedures – Marty McFarland**

51  
52 ***MOTION #7 – Moved and seconded (Marty McFarland/Helen Humbert) that WBITE add to Policy***  
53 ***3030: Nominating Committee Chair shall send candidate information to the Nominating***  
54 ***Committee by January 15 or April 15 when conference is in May.***

55  
56 ***VOTE: Unanimously passed with a voice vote. Motion passed.***

1 **13l. Replacement of WBITE Officer – Jean Hara**  
 2

3 ***MOTION #8 – Moved and seconded (Jean Hara/Kay Ono) that the Western Business and***  
 4 ***Information Technology Educators' Procedures Manual and Appendices be changed as***  
 5 ***follows:***  
 6

7 ***Delete Section 3120. President-Elect, #2, "Perform all duties of the President in the***  
 8 ***absence or disability of that officer." And renumber the list accordingly.***  
 9

10 ***Add to Section 3150. Past-President, after #2, "3. Perform all duties of the President in***  
 11 ***the absence or disability of that officer." And renumber the list accordingly.***  
 12

13 ***Motion Discussion.***

- 14 • Helen Humbert spoke against the motion. She commented that the president-elect would have
- 15 served on the Board and be prepared to assume the duties of president.
- 16 • Pauline Newton mentioned that past-president has other assigned duties.
- 17 • Marty McFarland stated that it would be most likely a short term of office.
- 18 • Mary Ann Lammers commented that Oregon used a past-president once. She suggested that it
- 19 did not necessarily mean the immediate past president, therefore, the person would be able to
- 20 step in. She agreed with Jean Hara, and asked to use the wording, "a past president."  
 21

22 **A friendly amendment was made by Mary Ann Lammers to change the motion from "past-**  
 23 **president" to "a past-president." This friendly amendment was accepted by Jean Hara and**  
 24 **Kay Ono who originally moved and seconded the motion.**  
 25

26 President McFarland called for a vote on the Friendly Amendment.  
 27

28 ***VOTE ON FRIENDLY AMENDMENT: Yes, 18; No, 5; Abstentions, 3. Friendly Amendment***  
 29 ***passed.***  
 30

31 ***VOTE ON AMENDED MOTION: The voice vote majority was not clear; therefore, President***  
 32 ***McFarland asked for a hand count. Yes, 15; No, 9, Abstentions, 2. Motion passed.***  
 33

34 **13m. Meeting Dates and Conflicts – Verna Reardon**  
 35

36 ***MOTION #9 – Moved and seconded (Verna Reardon/Helen Humbert) that a Task Force be***  
 37 ***established to review two topics:***  
 38

- 39 1. ***give states the option of changing conference dates (after 2009) to March, April, or***  
 40 ***May***
- 41 2. ***NBEA revenue sharing with the state organization where the conference is held.***  
 42  
 43

44 ***Motion Discussion.***

- 45 • Discussed a letter from John Pazlar regarding WBITE conference dates and revenue sharing.
- 46 • WBITE needs to look at many other organizations in order to avoid conflicting dates.
- 47 • The NBEA Executive Committee has also talked about this issue and started a Task Force to
- 48 address their convention dates.  
 49

50 ***VOTE: Unanimously passed with a voice vote. Motion passed.***  
 51

52 **13n. Agenda item was a duplication of Agenda Item 12c.**  
 53

54 **13o. Board Eligibility for WBITE offices – Nancy Noe**  
 55

- 56 • President Joe McFarland turned over the chair to President-Elect Jean Hara.

- 1 • Jean Hara called upon Nancy Noe to present the Nominating Committee report
- 2 • Nancy Noe reviewed the procedures with the Executive Board.
- 3 • Nancy Noe presented the Committee's report and their list of candidates as follows:
- 4     o President-Elect, Julie O'Dell, Montana
- 5     o Treasurer, Roy Kamida, Hawai'i
- 6     o Secretary, Damita Temper, Arizona
- 7 • Nancy Noe stated that there was only one applicant for secretary.
- 8 • Jean Hara entertained a nomination from the floor for treasurer. Since there were no further
- 9 nominations, Jean Hara closed the nominations and called for vote.

10  
11 **MOTION #10 – Called for a vote to accept the recommendation of the Nominating Committee.**  
12 **(No second is needed).**

13  
14 **VOTE: Unanimously (27 votes) passed. Motion passed.**

- 15 • Nominating Committee Chair Nancy Noe continued the committee report with the NBEA
- 16 representative position. Pauline Newton will complete her term of office this year. The second
- 17 NBEA Representative, Helen Humbert, has one more year in her term.
- 18 • The two NBEA Representatives candidates that submitted their applications are Joe McFarland
- 19 and Roger Rankin.
- 20 • Each candidate provided the WBITE Executive Board members with their applications. Each
- 21 candidate was given an opportunity to speak to the Board.

22  
23 **SECRET BALLOT VOTE: Jean Hara closed the nominations and directed the eligible-voting**  
24 **Board members to cast their secret ballots distributed by Nancy Noe. Nancy Noe and Greg**  
25 **Colf were the official tellers of the votes.**

26  
27 **SECRET BALLOT VOTE RESULTS: Nancy Noe announced that Joe McFarland is the new**  
28 **NBEA representative.**

29  
30  
31 **13p. 2005-2006 Budget – Jean Hara**

- 32 • The Executive Board was directed to make the following corrections to the 2005-2006 budget.
- 33 • Page 2 – Professional Development, 6300, Stipends. Change to \$1,300
- 34 • Page 2 – Professional Development, 6330, Institute Luncheon. Change to \$400 (15 participants)
- 35 • Page 2 – Professional Development, 6350, Final total column. Change to \$2,200
- 36 • Page 2 – Total Expenditures, Final total column. Change to \$21,685
- 37 • Page 1 – Revenues, 4600, Budget Support, Proposed. Change to \$5,347
- 38 • Page 1 – Total Revenue, Final total column. Change to \$21,685

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41 **13q. STP Board NBEA Dues – Helen Humbert**

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43 **MOTION #11 – Moved and seconded (Helen Humbert/Marty McFarland) moved that WBITE**  
44 **recommend NBEA membership as a requirement for each STP Board position, and that the**  
45 **WBITE President write a letter to all STP presidents and president-elects each year highly**  
46 **recommending that every STP Board member be a member of NBEA.**

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48 **Motion Discussion.**

- 49 • Hawai'i President-Elect Della Kunimune asked for clarification. Does she need to ask her entire
- 50 Board to become NBEA members. Helen Humbert answered, "yes."
- 51 • California President Rose DeMarco asked that NBEA also require state membership.

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53 **VOTE: The voice vote majority was not clear; therefore, President McFarland asked for a**  
54 **hand count. Yes, 14; No, 9, Abstentions, 3. Motion passed.**

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**13r. Insurance Roundtable – Joe McFarland**

- Joe McFarland will contact STPs hosting conferences regarding their insurance. This year’s off-site computer workshops presented a problem in regards to insurance.

**13s. NBEA 2005 Anaheim, California – Joe McFarland/Nancy Noe**

- Joe McFarland reminded everyone to attend the WBITE Luncheon at NBEA on Thursday from 12:15 p.m. to 1:30 p.m. There is an additional fee to attend the WBITE Luncheon.
- The NBEA President’s Reception is on Thursday from 8:00 p.m. to 10:00 p.m.
- Nancy Noe invited everyone to the NBEA functions and commented that it would be nice to have all of our STPs represented at NBEA.
- Nancy Noe commented that the NBEA Presidents’ Reception is to honor NBEA President Mary Ann Lammers, as well as all NBEA past presidents. The function will be held on Wednesday.

**13t. Other**

- President Joe McFarland made conference schedule reminders.
- The WBITE Executive Board is invited to Joe McFarland’s “roast” in Room 916 following the Sunday dinner.
- WBITE Treasurer Sandra Williams has donation receipts available for silent auction donations.

**14. Announcements**

WBITE Conferences

February 17-20, 2006, Honolulu, Hawai`i  
 February 15-18, 2007, Missoula, Montana  
 May 23-26, 2008, Scottsdale, Arizona  
 February 12-16, 2009, Post Falls, Idaho

NBEA Conventions

April 12-15, 2006, New Orleans, Louisiana  
 April 4-7, 2007, New York, New York  
 March 19-22, 2008, San Antonio, Texas  
 April 8-11, 2009, Chicago, Illinois

**15. Adjournment**

The WBITE Executive Board meeting adjourned at 5:02 p.m. on Friday, February 18, 2005.

Respectfully submitted,



Kay Fujimoto Ono  
WBITE Secretary 2004-2005