



**Business Professionals of  
America Minutes  
Board of Trustees Meeting  
March 31, 2020**

**CALL TO ORDER**

Chair, Cedric Bandoh, called the meeting of the Business Professionals of America (BPA) Board of Trustees (BOT) to order at 7:30 pm CST.

**ATTENDANCE**

Present: Cedric Bandoh, Chair; Natasha Smith, Vice Chair; Athena Frank, Treasurer; Debbie Darnell, Secretary; Angie Benson; Dianne Carroll; Nate Credit; Amy Hollingsworth; Cassandra Lindo, Post- secondary President; Amy Riddle; Emily White, Secondary National President; Shauna Williams; Evan Wolff; and LouAnn Ross, Executive Director.

Absent:

Guests: Brigette Bethea; Heather Bunning; Mark Burch; Ric Cowles; Amber McNew; Patrick Schultz; and Jonathan Smith.

**CONSENT AGENDA**

**Approval of Minutes from March 26, 2020 Special Meeting**

**Approval of Minutes from March 16, 2020 Special Meeting**

**Approval of Minutes from March 13, 2020 Special Meeting**

**Approval of Minutes from February 25, 2020 Regular Meeting**

Angie Benson moved to approve the consent agenda. Shauna Williams seconded the motion. Motion adopted.

**NEW BUSINESS**

**Post-Secondary Division Update**

*Cassandra Lindo, National Post-Secondary President*

Cassandra reported that during the past month the officers have been reevaluating their entire program of work. They have been discussing which initiatives can be continued virtually and if they have any new initiatives. They are still engaging with members with PS newsletters. They are offering more leadership aspects to engage members.

**Secondary Division Update**

*Emily White, National Secondary President*

Emily highlighted three areas they have worked on since NLC was cancelled. The officers sent an email to buddy states with updates. They have been filming “Our BPA Story” and deadlines for

members. They will be reviewing Torch Awards and looking at scholarship applications.

**Treasurer’s Report**

*Athena Frank, Treasurer*

Athena reported that the Accounting Financial Policy & Procedures document is almost complete. It will be sent to entire Board to receive feedback. She thanked Evan Wolff and AICPA for their input.

**NLC Policy Amendment**

*Athena Frank, Chair of Policies & Procedures Committee*

Based on input from Board of Trustees member review and suggestion by Nate Cradit, Athena moved to amend the proposed Amendment #1: Policies and Procedures regarding the National Leadership Conference (NLC) by striking out the word “virtual” and inserting the word “electronic” under XXI, Part 1. Nate Cradit seconded the amendment and it was adopted. Athena moved to adopt the amended motion relating to Amendment #1: Policies and Procedures regarding the National Leadership Conference (NLC). Natasha Smith seconded the motion and the motion was adopted.

**PROPOSED AMENDMENT TO POLICIES AND PROCEDURES**

The proposed amendments are provided below showing the wording in which they will be presented. They are also provided to you in a three-column format showing **Current Wording; Proposed Amendment; and If Adopted, Will Read.**

Below each amendment is the identity of the proposer, the rationale furnished by the proposer, the bylaw committee’s recommendation, which may include a proposed amendment to the amendment, and the bylaw committee’s rationale for the recommendation.

*Formatting used in printing the proposed bylaw amendments:*

Underlined print = insert or add                      ~~Line through words~~ = strike out

**AMENDMENT #1:  
POLICIES AND PROCEDURES NATIONAL LEADERSHIP CONFERENCE  
(NLC)  
ADD SECTION XXI**

CURRENT WORDING	PROPOSED AMENDMENT	IF ADOPTED, WILL READ
	<p><u>XXI. Provisions for Conducting Business if the National Leadership Conference is Cancelled</u></p> <p><u>A. In the event that the National Leadership Conference is cancelled, electronic meetings of the corporate body and of the voting delegate body shall constitute a National Leadership Conference.</u></p>	<p>XXI. Provisions for Conducting Business if the National Leadership Conference is Cancelled</p> <p>A. In the event that the National Leadership Conference is cancelled, electronic meetings of the corporate body and of the voting delegate body shall constitute a National Leadership Conference.</p>

	<p><u>B. The Board of Trustees shall approve an alternative form of campaigning for national officer elections, to be distributed at least 30 days prior to candidate packets being due.</u></p> <p><u>C. The Board of Trustees shall approve an alternative form of elections for the Board of Trustees.</u></p> <p><u>D. Upon the elections of the national officers and Board of Trustees members, the National Leadership Conference shall be considered held.</u></p>	<p>B. The Board of Trustees shall approve an alternative form of campaigning for national officer elections, to be distributed at least 30 days prior to candidate packets being due.</p> <p>C. The Board of Trustees shall approve an alternative form of elections for the Board of Trustees.</p> <p>D. Upon the elections of the national officers and Board of Trustees members, the National Leadership Conference shall be considered held.</p>

**Proposed by:** Athena Frank, Chair of the Policies and Procedures Committee

**Rationale:** With the cancellation of the 2020 BPA National Leadership Conference, there are two outstanding items that need to be handled. The elections of the Board of Trustees and the National Officers are vital to the continued success of the organization and provisions for their elections should be added to the Policies and Procedures Manual.

The Code of Regulations, BPA’s highest governing document, does not define the National Leadership Conference. Amending the Policies and Procedures Manual can clarify the process and ensure that we meet our annual obligations.

**2020 NLC Contingency Plan**

Eight State Advisors responded to the proposed contingency plan regarding trading pins, virtual events after election of officers, timeline for election of officers, the BPA Knowledge Test and Academic Scholars.

Cedric Bandoh will contact Brenda Jacobsen, SAAC chair, regarding a special corporate meeting.

The National Staff will update the plan after the comments and move forward with the contingency plan.

**National Center Update**

*Dr. LouAnn Ross, Executive Director*

Dr. Ross is talking with the Department of Labor to still give a part of \$25,000 for NLC. She recently met with the National CTSO Coordinating Council and learned that TSA, HOSA, and DECA cancelled their National Conferences.

Athena Frank moved that National BPA offer virtual WSAP competitions that are optional for

states to participate in with a schedule to be determined. Natasha Smith seconded the motion. Motion failed with a vote of 2-10.

**TENTATIVE AGENDAS FOR UPCOMING MEETINGS**

**April 28, 2020 Regular Meeting Tentative Agenda**

Executive Director Evaluation

**EXECUTIVE SESSION**

The Board of Trustees moved into executive session at 9:47 pm CST.

The Board of Trustees moved out of executive session at 9:52 pm CST.

**Adjournment**

Meeting was adjourned at 9:52 pm CST.

Debbie Darnell, Secretary

*Approved April 28, 2020*