



**Business Professionals of America Minutes
Board of Trustees Meeting
November 30, 2020**

CALL TO ORDER

Chair, Debbie Darnell, called the meeting of the Business Professionals of America (BPA) Board of Trustees (BOT) to order at 8:30 p.m. EST.

ATTENDANCE

Present: Debbie Darnell, Chair; Amy Riddle, Vice Chair; Evan Wolff, Treasurer; Shauna Williams, Secretary; Angie Benson; Athena Frank; Jason Hendrickson; Trent Hughes; Ryan Nkongnyu, Secondary National President; Sophia Pearson, Post-secondary National President; LouAnn Ross, Executive Director; Natasha Smith; Dianne Carroll; and Cedric Bandoh.

Guests: Michele Gordon, Alexandria Socie, Michael Borowitz, Patrick Schultz, Heather Bunning, Amber McNew, Jonathan Smith, Mark Burch, and Ric Cowles.

APPROVAL OF MINUTES

Angie Benson moved to approve the October 28th minutes. Jason seconded the motion. Motion adopted.

AUDIT COMMITTEE – See attached report.

- Angie Benson, Committee Chair, introduced Allie Socie and Michael Borowitz from the accounting firm to discuss the results of the audit review and findings.
- Accounts payable and receivable decreased due to no NLC
- Inventory increased
- Assets decreased due to the building being sold
- Revenue increased due to the PPE loan

Angie moved to approve the audit review, Athena seconded the motion, and the motion was adopted.

TREASURER’S REPORT – See attached report

Evan Wolff, Board Treasurer, presented the October Treasurer’s Report.

DIRECTOR OF MEMBER SERVICES – See attached report

Mark Burch reported the national membership at 71.07% of last year’s membership on November 30.

DIRECTOR OF TECHNOLOGY INTEGRATION – See attached report

Patrick Schultz reported information pertaining to the recent national fall conferences and revenue from the 2019 WSAP package sales.

- Advisor PD Conference – 107 attendees
- Student Leadership Summit – 219 attendees
- 2019 WSAP Test Sales (S/PS) – Sold 46

- 2019 Mid-Level Package – Sold 6
- Virtual Regional Conferences – 48
- Virtual State Conferences – 10

POST SECONDARY DIVISION UPDATE –See attached report

SECONDARY DIVISION UPDATE – See attached report

NOMINATING COMMITTEE REPORT – See attached report

POLICIES & PROCEDURES COMMITTEE – See attached recommendations

Athena Frank, Committee Chair, moved to strike out and replace all instances of Director of Leadership Development with National Officer Coordinator in the Policies and Procedures Manual (P&P). Trent seconded the motion. The motion was adopted.

Athena Frank moved to strike out chapter and insert local chapter advisor for P&P, NLC, XI. Officer Elections, B. Application Process, C. 1. Trent seconded the motion. The motion was adopted.

Athena moved to strike out Executive Director and insert National Officer Coordinator for P&P, NLC, Article XI. Officer Elections, B. Application Process, C. 2. to align with the associated responsibilities on the National Officer Application. Natasha seconded the motion. The motion was adopted.

Athena moved to add, “All candidates will be required to take the National Officer Exam and achieve a score of 70% or higher for eligibility to be an official National Officer Candidate. Each candidate will be allowed one (1) attempt and given sixty (60) minutes to complete the exam. This exam will also be proctored by National BPA” to align with suggested procedural changes. Sophia seconded the motion. After discussion, Athena moved to amend the motion to strike out “Each candidate will be allowed one attempt and given (60) minutes to complete exam”. Angie seconded the motion. The amendment was adopted. Following additional discussion, the amended motion was adopted.

Athena moved to strike out in its entirety P&P, NLC, XI. Officer Elections, D. Campaign Procedures, 1. Secondary, f. in its entirety to align with suggested procedural changes. Evan seconded the motion. The motion was adopted.

Athena moved to strike out in its entirety P&P, NLC, XI. Officer Elections, D. Campaign Procedures, 2. Post-secondary, f. to align with suggested procedural changes. Angie seconded the motion. The motion was adopted.

NATIONAL CENTER UPDATE - See attached report

EXECUTIVE SESSION

The Board moved into Executive Session at 10:32 p.m. EST, and moved out of Executive Session at 10:40 p.m. EST.

The Board unanimously adopted Version 3A of the budget through January 2021.

The meeting was adjourned at 10:42 p.m. EST.

The next regular meeting is scheduled for January 26, 2021 @ 8:30 p.m. EST.

Shauna Williams, Secretary
Minutes approved on January 26, 2021