

Spring Arkansas DECA Board Meeting Minutes

Monday, January 10, 2022

In-person Meeting

- I. MEETING CALLED TO ORDER AT 9:15 A.M.
- II. ROLL CALL
 - a. **Attending:** Nalea Holiday, Riley Robins, Kylee Lineberry, Emily Reeves, Jose Rodriguez, Shivam Raja, Bart Draper, Bob Johnson, Mattie Boortz, Missy Martin, Morgan Ruff, Phillip VanDenBerg, Sarah Shamburger, Sherry Siler, Tiauna Young, Tracy Laird, Twyla Evans, Michelle Lewis
 - b. **Not in Attendance:** Jamie Briggs
- III. Approval of Minutes from [September 20, 2021 Board Meeting](#)
 - a. Jose Rodriguez moves to approve the minutes from the September Board meeting with changes
 - b. Kylee Lineberry seconds
 - c. Motion carried.
- IV. Membership
 - a. Sara Shamburger states there are 36 active chapter 1,066 members as of January 2022
 - b.
- V. Financial Report
 - a. Bart Draper presents [AR DECA financials](#)
 - i. Awaiting FLC payment of about \$1,400 from 3 chapters
 - ii. Sherry Siler inquiries about lump sum labeling
 - iii. Bart Draper is working on finding personnel in DCT finance to keep up with records separate spreadsheet
 - iv. Bart Draper reports \$3,463.34 cleared from FLC after all payments are paid
 - v. Speaker expenses are not represented
 - vi. Bart Draper explains State officer clothing invoice from June and July will be reported on updated report
 - vii. Bart Draper reports budgeting
 - b. Membership Dues increase
 - i. Bart Draper suggest membership dues increase from \$5 to \$8
 - ii. Discussion ensues regarding raising membership dues
 - iii. Tracy Young will visit with Phillip Vandenberg to mention increase at AAMET meeting
 - iv. Sarah Shamburger suggest Twyla Evans send out suggestion for membership due increase questionnaire to all advisors
 - v. Twyla Evans agrees
 - vi. Membership Dues increase discussion ends

VI. Committee Reports

- a. Shivam Raja explains resources needed for designing AR DECA newsletter
- b. Twyla Evans agrees to help design and work on a newsletter
- c. Sarah Shamburger suggest increase social postings
- d. Discussion ensues regarding AR DECA Social Media activity
- e. Twyla Evans suggest utilizing “Hootsuite” for scheduled social media posting
- f. Social Media posting schedule will be made by Riley Robins and will share it with the officer team.
- g. Emily Reeves moves to recess
- h. Riley Robins seconds

VII. Recess at 10:25 A.M.

VIII. Meeting Resumed at 12:56 P.M.

- a. Nalea reports progress on AR DECA One Call
 - i. Conflicting schedules have made it difficult to plan and organize monthly calls
- b. Jose reports progress on Plant a Chapter campaign

IX. CTE Day at the State Capitol February 14th, 2022

- a. Sarah Shamburger request all officers to send Twyla Evans requested information

X. State Career Development Conference

- a. Place: Northwest Arkansas Convention Center/ Holiday Inn, Springdale, AR
 - i. Bart Draper explains contract with Springdale is hopeful
 - ii. Bart Draper explains how after viewing, new quotes for the space must be made
 - iii. Discussion ensues regarding Officer team attending SCDC days before conference and budgeting
 - iv. Officer team will meet at Springdale on January 20th 3 P.M.
 - v. Officer team rooms will be paid for by respective chapters.
- b. Date: February 21-22, 2022
- c. Registration Opens
 - i. January 14th, 2022 is agreed upon as registration opening date
- d. Registration Closes:
 - i. January 28th, 2022 is agreed upon as registration opening date
- e. Housing Fees: \$180.00
 - i. Bart Draper explains that Holiday Inn has offered a Courtesy room block
 - ii. Bart Draper explains that each chapter will need to contact the hotel to receive block room rate
- f. Speaker:
 - i. Steve Womack will be contacted by Twyla Evans
 - ii. Morgan Ruff will try to reach out to Miss Arkansas America
 - iii. Nalea suggest bringing in AR DECA Alumni
- g. In Person Welcome from Secretary Key?
 - i. Twyla Evans will reach out to Ross White to see if he is available

- h. Entertainment**
 - i. Nalea suggest a officer breakout session**
 - 1. DECA Trivia**
 - ii. Riley suggests a riddle scavenger hunt**
 - iii. A Riddle scavenger hunt has been agreed upon to be organized by the officer team**
- i. Videos**
 - i. Bart draper explains there is a \$2,000 bid for a 4 to 5 minutes video of competitors for closing session**
 - ii. Discussion ensues regarding video and countdown for opening session**
 - iii. Officer team will need to tape and send their own goodbye videos by January 21st**
 - iv. Twyla Evans explains new \$3,000 bid for photos, sound, PowerPoint, and video**
 - v. Bart Draper clarifies that audio and sound equipment will cost around \$4,000**
 - vi. Discussion ensues regarding size of stage**
 - vii. Having an 8ft by 16ft stage is suggested**
 - viii. Tracy Laird moves to use Steven Evan for Audio, Visual, and Sound for \$3,000**
 - ix. Riley Robins Seconds**
 - x. Motion Carried**
- j. Schedule**
 - i. Twyla Evans shares [SCDC Padlet Page](#) with board**
 - ii. QR codes will be given to each competitor and will be displayed at location**
 - iii. Padlet will display schedule, important information, DECA gear, and other information**
- k. Competitive Events**
 - i. Testing opens on January 24th is agreed upon as registration opening date**
 - ii. Testing closes on February 11th is agreed upon as registration opening date Judges**
 - iii. Sarah Shamburger states 52 events will need to be provided for**
- l. Awards (list of all needed)**
 - i. The \$10 5-inch DECA Glass was agreed upon for top 3 of every event**
 - ii. 156 DECA Glass will be ordered without dates**
 - iii. Top 6 will receive a 2-inch blue ribbon, DECA medallion**
 - iv. 600 medallions will be ordered**
 - v. Certificates will be awarded to scholarship winners**
 - vi. Bart Draper will check with another medallion distributor for quotes**
 - vii. Bob Johnson moves to purchase the economy medallions**
 - viii. Tracy Laid Seconded**
 - ix. Motion Carried**
 - x. Shivam moves to increase the awards budget from \$2,000 to \$3,600**
 - xi. Jose Rodriguez Seconds**

- xii. **Motions carried**
 - m. **DECA Gear Sales of current inventory**
 - i. **It is agreed upon to sell DECA gear at discounted rate at SCDC**
 - ii. **Twyla Evans will create social media posts to promote DECA gear**
 - n. **Scholarship**
 - i. **Sarah Shamburger will look for DECA scholarship application**
 - ii. **\$2 of all registration will be allotted towards the DECA Scholarship**
 - o. **Scripts**
 - i. **Officer team has created rough draft of script**
 - p. **Souvenir**
 - i. **Emily Reeves presents T-shirt design**
 - ii. **Officer team will research Gildan color options wanted for the shirt**
 - q. **Judges**
 - i. **Sarah Shamburger suggest board members try to recruit 4 to 5 judges each by February 1st**
 - ii. **Sarah Shamburger suggest a minimum of 52 judges hoping for more**
 - iii. **Sarah Shamburger suggests bags of candy, snacks, and bottles be provided**
 - iv. **Bart draper explains the cheapest meals for judges is \$19 each from the hotels and are required to purchase from the hotel**
- XI. **Unfinished Business**
 - a. **Bob Johnson moves to provide the \$250 contribution to the Dr. Lynore Levenhagen Southern Region Scholarship**
 - b. **Kylee Lineberry Seconds**
 - c. **Motion carried**
- XII. **International Career Development Conference**
 - a. **Registration closes March 11, 2022**
 - b. **Registration Fee**
 - i. **DECA charge is \$90**
 - ii. **Sherry Siler explains that an extra \$20 is added to registration to cover 3 pins and souvenir**
 - iii. **\$20 extra to registration fee is agreed upon**
 - c. **Housing Fee**
 - i. **\$219 plus tax per night**
 - ii. **Springhill Suites**
 - d. **Pins and Souvenirs**
 - i. **Officer team presents Trucker hat design to board**
 - ii. **Twyla Evans will price out trucker hat and bucket hat**
 - iii.
 - e. **Other**
 - i. **Sarah Shamburger explains that AR DECA must provide 30 people to help with Principles of Business Management**
- XIII. **2022 Fall Conference**
 - a. **Place**
 - i. **Sherry Siler suggest Arkansas Tech University**
 - ii. **Tracy Laird inquires if two FLC are possible**

- iii. Discussion ensues regarding possibility of two FLC
- iv. Sarah Shamburger explains it is possible if one or both venues are free
- v. Sarah Shamburger mentions El Dorado as a possible venue
- vi. Grand Prairie Center is mentioned as a possible venue by Missy Martin

b. Dates

- i. Sherry Suggest Early October
- ii. Sarah Shamburger suggest 5th or the 12th of October and September 28th
- iii. FLC dates for the 28th of September and 5th of October will be entertained for one or both FLC

XIV. Next Meeting

- a. Sarah Shamburger suggest a board meeting in May
- b. Sarah Shamburger suggest a Board meeting on September 18th and 19th
- c. First choice for September Board meeting will be the 11th and 12th
- d. Second choice for September Board meeting will be the 18th and 19th
- e. First choice for location is set at ATU
- f. Second choice for location is set at Arch Ford
- g. Sherry Siler mentions multiple CTSO officer training be held together
- h. Sherry Siler suggests a March meeting for incoming officers
- i. Sarah Shamburger suggests 10th and 11th of March
- j. March 10th and 11th 2022 at ATU is set as incoming officer training date
- k. DCTE Conference room is set as second choice location
- l. May 15th and 16th 2022 scheduled for May Board Meeting with first choice at ATU and second choice DCTE
- m. January 8th and 9th, 2023 tentatively scheduled for January board meeting
- n. February 27th and 28th, 2023 tentatively scheduled for 2023 SCDC
- o. Discussion ensues regarding locations of SCDC
- p. Little Rock location sites for 2023 SCDC will be looked into

XV. Website Updates

- a. Twyla Evans request board members to review Officer Handbook for outdated information
- b. Twyla Evans requests outdated information is highlighted, strike through and edits in red

XVI. MEETING ADJOURNED AT 4:26 P.M.