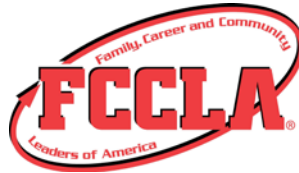


Colorado Family, Career and Community Leaders of America
1901 East Lowry Boulevard
Denver, CO 80230

Date: September 26-27, 2016
Location: Denver, CO
Submitted By: Sierra Edgar



Fall 2016 Executive Council Meeting Minutes

State Officers in attendance:

Sydney Mayer (President), Paige Beckman (1st Vice President), Michaela Bailey (2nd Vice President), Sierra Edgar (Secretary), Emily Gutierrez (Vice President of Finance), Victoria Valenzuela (Vice President of Events), Casey Fringer (Vice President of Membership), Joseph Cruz (Vice President of Peer Education), Tatianna Medina (Vice President of Programs), Sally Jane Ruybalid (Vice President of Publications), Linda Lombardi (Vice President of Public Relations), Carissa Kirschbaum (Vice President of Recognition)

State Officer Team Advisers in attendance:

Samantha Archer, Alyssa Horlick, Rachel Young, and Lynn Zemanek

District Consultants in attendance:

Debbie Nelson (Mountain Shadows), Whitney Avalos (Mountain Shadows), Stephanie Vos (Mountain Shadows), Arielle Bergmann (Mountain View), Jeanine Pope (Northeastern Plains), Angela Smith (Northeastern Plains), Amber Wharton (Northern), Jane Witte (Northern), Amy Ketels (Pine Meadows), Brenda Washburn (Pine Meadows), Kanto McPherson (San Juan Basin), Marjorie Reed (San Luis Valley), Andrea Aragon (Spanish Peaks), Denise Gauck (Spanish Peaks)

Colorado Community College System Staff in Attendance:

Robert Van Dyke (State Adviser), Michelle Koch (FACS Program Director)

Executive Council Representatives in Attendance:

Sarah Davis (Food Events Committee Representative), Carla Sullivan (Middle School Representative), Bailee Gardunio (Alumni & Associates Representative)

Members not in attendance:

Victoria Connor (National 1st Vice President), Mary Sue Carroll (Arkansas Valley), Christina Runyan (Mountain View), Brenda Washburn (Pine Meadows), Brenda Mullins (Scenic Country), Dawn Mallette (Colorado State University)

Meeting called to order: 8:16 am on September 27, 2016 by Sydney Mayer.

Welcome and Opening Ceremony

Review of Minutes

Sierra Edgar MOVED to accept the 2016 National Leadership Conference Business Meeting Minutes and Summer 2016 Executive Council Meeting Minutes based on the recommendation of the Minutes Review Committee. Motion was seconded.

Motion was adopted.

Review of Agenda

Sierra Edgar reviewed the Fall 2016 Executive Council Meeting Agenda.

Agenda was approved.

Financial Report

Emily Gutierrez reviewed the 2016 – 2017 Financial Report. As of September 16, 2016, Colorado FCCLA has total expenditures of the \$20,877.92 and income of \$4,736.94. The account balance for FCCLA is \$48,375.35, which takes in account the \$7,934.36 in encumbered expenses and \$6,564.91 in accounts receivable.

Report was filed.

COMMITTEE REPORTS

Finance Committee Report

Emily Gutierrez reviewed the Finance Committee Report that included:

- Approved updated budget
- Approved the 2015-2016 Form 990, Return of Organization Exempt From Tax
- Identified potential business sponsors
- Identified potential scholarship donors
- Edited the letter to send to the potential scholarship donors
- Add line item of \$100 for each district for district consultants out of the state budget

Emily Gutierrez MOVED to accept the Finance Committee Report. Motion was seconded.

Motion was adopted.

Recognition and Scholarship Committee Report

Carissa Kirschbaum reviewed the Recognition and Scholarship Committee Report that included:

- Define potential district levels: No awards
- District Consultant Award will be conducted via Google Form
 - Criteria: Communication, Organizations, Qualities of District Events
 - Comment box as to why they recommend the consultant
 - Awarded at the SLC Banquet
- Criteria for the District of Excellence Award:
 - Email to district consultants explaining the award
 - District consultants will submit to state adviser
 - Right after roll call in SLC Opening Session

Carissa Kirschbaum MOVED to accept the Recognition and Scholarship Committee Report. Motion was seconded.

Motion was adopted.

Officer Selection Committee Report

Michaela Bailey reviewed the Officer Selection Committee Report that included:

- Accept the 2017 State Officer Selection materials

Michaela Bailey MOVED to accept the Officer Selection Committee Report. Motion was seconded.

Motion was adopted.

STAR and Colorado Events Committee Report

Victoria Valenzuela reviewed the STAR and Colorado Events Committee Report that included:

- All culinary arts events will have an onsite orientation along with the online orientation
- No more than 2 weeks before conference, a judge webinar should be co-hosted by the state adviser and VP of Events
- Approve the Future FCS Educator state event
- VP of Events will develop a lesson plan for teachers with a rubric using the past VP of Events' rubric scavenger hunt
- Table the creation of design concepts state competitive event until next executive council meeting
- ~~Add~~ Have an evaluator question about the CDPHE essentials for childhood including improving social and emotional health of mothers fathers caregivers and children for the Focus on Children STAR Event
- Use our social media to publicize and educate about social and emotional health in children as well as their caregivers.

Victoria Valenzuela MOVED to accept the STAR and Colorado Events Committee Report. Motion was seconded.

Lynn Zemanek MOVED to AMEND the report by deleting guidelines and insert a evaluator's question to emphasize social and emotional health as a developmental part of child health and to use our social media websites to publicize and educate about social and emotional health in children as well as their caregivers.

Motion was seconded.

Motion was adopted.

Motion was adopted.

State Conference Committee Report

Tatianna Medina reviewed the State Conference Committee Report that included:

- Continue to have 2 closing sessions

Approved June 2017

- Raise the conference registration cost by \$5.00
- Offsite parking option at CCCS or the state advisor can look for additional or off-site parking with shuttle service with no more than a 30 minute commute and a cost spreadsheet for hotel rooms
- Host possible state fundraising event and having a percentage of meal costs from clusters and state conference going back to FCCLA budget

Tatianna Medina MOVED to accept the State Conference Committee Report. Motion was seconded.

Joseph Cruz MOVED to vote in seriatim.

Motion was withdrawn.

Joseph Cruz MOVED moves to vote in seriatim on topics of having 2 closing ceremonies and raising cost.

Motion was seconded.

Motion was adopted.

Sarah Davis MOVED to AMEND motion to state that the state advisor can look for additional or off-site parking with shuttle service with no more than a 30 minute commute and a cost spreadsheet for hotel rooms.

Motion was seconded.

Robert Van Dyke MOVED Previous Question.

Motion was adopted.

Motion to continue 2 closing ceremonies was adopted.

Motion to raise conference cost was adopted.

Lynn Zemanek MOVED to AMEND report by adding a possible state fundraising event and having a percentage of meal costs from clusters and state conference going back to FCCLA budget.

Motion was seconded.

Motion was adopted.

Membership Committee Report

Casey Fringer reviewed the Membership Committee Report that included:

- Approve Jefferson County for Urban Affiliation
- Add a policy for smaller schools to affiliate with the closest chapter to them geographically
- Approve the chapter bylaws/policies template

Casey Fringer MOVED to accept the Membership Committee Report. Motion was seconded.

Motion was adopted.

State Service and Public Relations Committee Report

Linda Lombardi reviewed the State Service and Public Relations Committee Report that included:

- Recognize 2 state officers each month on social media
- FCCLA Week
 - Monday- Map out your future
 - Tuesday-Love FCCLA (Valentine's Day)
 - Wednesday- Connect with you community with CTE
 - Thursday- Tag a leader
 - Friday- Fancy Friday for success
- Created the social media posts for the rest of the year containing topics such as:
 - family dining
 - FCS Day and FCCLA @ the table
 - All about Families
 - Starting a New Year
 - Star Events
 - Wanting to be a state officer?
 - FCCLA week
 - Membership
 - Driving under the influence/FACTS
 - Spring Break Safety
 - Children's' social and emotional health
 - Community Service week
 - Last minute star event tips
 - Finishing strong
 - May Day
 - Planting seeds in future officers
 - Promoting FCCLA through the summer
 - National need to know
 - Countdown to State
 - Making an FCCLA Snapchat filter

Linda Lombardi MOVED to accept the State Service and Public Relations Committee Report. Motion was seconded.

Motion was adopted.

Bylaws Committee Report

Paige Beckman reviewed the Bylaws Committee Report that included:

Approved June 2017

- Change the name of the State Executive Council to the State Board of Directors
- Change the name of the state officer team to State Executive Council

Paige Beckman MOVED to accept the Bylaws Committee Report. Motion was seconded.

Motion was adopted.

National Conferences Committee Report

Michaela Bailey reviewed the National Leadership Conference Committee Report that included:

- Cluster meeting- 1 per chapter for volunteer position; each chapter adviser serves 1 shift
- Hold a state officer meet and greet at a restaurant to give proceeds to state association

Michaela Bailey MOVED to accept the National Leadership Conference Committee Report. Motion was seconded.

Motion was adopted.

National Programs Committee Report

Tatianna Medina reviewed the National Programs Committee Report that included:

- FACTS to be sponsored by Ford Driving Skills for Life
- Stop the Violence sponsored by Dude. be nice
- Career Connection sponsored by College in Colorado or FIDM
- Financial Fitness sponsored by Junior Achievement or Wells Fargo

Tatianna Medina MOVED to accept the National Programs Committee Report. Motion was seconded.

Motion was adopted.

Policies and Procedures Committee Report

Casey Fringer reviewed the Policies and Procedures Committee Report that included:

- Add policy for state officers who resign or are terminated will need to reimburse the state association for any conference expenses at both the state and national levels

Casey Fringer MOVED to accept the Policies and Procedures Committee Report. Motion was seconded.

Motion was adopted.

DISTRICT CONSULTANTS REPORTS

Arkansas Valley District Report

No Report Given

Mountain Shadows District Report

Debbie Nelson, Whitney Avalos, and Stephanie Vos reviewed the Mountain Shadows District Report that included:

- October 13; February 3 with Mountain View

Report was filed.

Mountain View District Report

Arielle Bergmann and Christina Runyan reviewed the Mountain View District Report that included:

- February 3 Conference with Mountain Shadows

Report was filed.

Northeastern Plains District Report

Jeanine Pope and Angela Smith reviewed the Northeastern Plains District Report that included:

- October 19; January meeting

Report was filed.

Northern District Report

Amber Wharton and Jane Witte reviewed the Northern District Report that included:

- October 10 and February 6

Report was filed.

Pine Meadows District Report

Amy Ketels and Brenda Washburn reviewed the Pine Meadows District Report that included:

- Fall social on December 1
- February 2-3
- Elected officers

Report was filed.

San Juan Basin District Report

No Report Given.

San Luis Valley District Report

Marjorie Reed reviewed the San Luis Valley District Report that included:

- October 12

Report was filed.

Scenic Country District Report

No Report Given.

Spanish Peaks District Report

Andrea Aragon and Kelly Gauck reviewed the Spanish Peaks District Report that included:

- Meeting last week and elected 3 officers
- February 8

Report was filed.

STATE ADVISORY COMMITTEE REPORT

Robert Van Dyke reviewed the State Advisory Committee Report that included:

- Spirit of Advising – Sasha Hartsuiker
- National Distinguished Service Candidate- Dr. Dawn Mallette
- National Honorary Membership Candidate- Margery McCandless
- Script writing:1-2 adults, not necessarily consultants
- Any adults who has not volunteered for STAR Events will chaperon fun night
- Northeastern Plains- dealers for casino
- FCCLA shirt or plain t-shirt for fun night

Report was filed.

UNFINISHED BUSINESS

No new business was introduced.

NEW BUSINESS

No new business was introduced.

ANNOUNCEMENTS

Robert Van Dyke shared the following important dates/activities for 2016 – 2017:

- National Cluster Meeting– November 4 – 6
- First Colorado Affiliation Deadline – November 1
- Script writing January 30 – 31, 2017
- State Officer Regroup February 15, 2017
- Legislative Day – February 16, 2017
- 2017 State Leadership Conference at the Sheraton Downtown – April 13 – 15

Paige Beckman to ADJOURN the Fall 2016 Executive Council Meeting. Motion was seconded.

Motion was adopted.

Meeting adjourned: 1:17 pm on September 27, 2016 by Sydney Mayer.