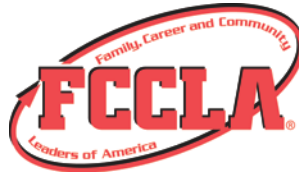


Colorado Family, Career and Community Leaders of America
1901 East Lowry Boulevard
Denver, CO 80230

Date: September 28 -29, 2015
Location: Denver, CO
Submitted By: Victoria Connor



Fall 2015 Executive Council Meeting Minutes

State Officers in attendance:

Brooklyn Buhre (President), Paige Beckman (1st Vice President), Benjamin Lapp (2nd Vice President), Victoria Connor (Secretary,) Coalton Hostetler (Vice President of Finance), Sydney Mayer (Vice President of Events), Brooklynn Bracelin (Vice President of Membership), Ian McCullough (Vice President of Occupational Programs), Kate Wall (Vice President of Peer Education), Casey Barretero (Vice President of Programs), Tatianna Medina (Vice President of Publications), Carissa Kirschbaum (Vice President of Public Relations), Miguel Gomez (Vice President of Recognition), Kaylee Michael (State Representative), Kayelani Kirschbaum (Senior Officer)

State Officer Team Advisers in attendance:

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

District Consultants in attendance:

Mary Sue Carroll (Arkansas Valley), Debbie Nelson (Mountain Shadows), Nicole Kamman (Mountain Shadows), Arielle Bergmann (Mountain View), Melanie Darter (Mountain View), Jeanine Pope (Northeastern Plains), Angela Smith (Northeastern Plains), Kelsey Mauch (Northern), Amy Ketels (Pine Meadows), Brenda Washburn (Pine Meadows), Andrea Aragon (Spanish Peaks), Kelly 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)

Members not in attendance:

Bethany Durnbaugh (Northern), JoAnn Bagwell (San Luis Valley), James Hindman (Scenic Country), Linda Motz (Scenic Country), Dawn Mallette (Colorado State University)

Meeting called to order: 8:34 am on September 29, 2015 by Brooklyn Buhre.

Welcome and Opening Ceremony

Review of Minutes

Victoria Connor MOVED to accept the 2015 National Leadership Conference Business Meeting Minutes and Summer 2015 Executive Council Meeting Minutes based on the recommendation of the Minutes Review Committee. Motion was seconded.

Motion was adopted

Review of Agenda

Victoria Connor reviewed the Fall 2015 Executive Council Meeting Agenda.

Agenda was approved.

Financial Report

Coalton Hostetler reviewed the 2015 – 2016 Financial Report. As of September 4, 2015, Colorado FCCLA has total expenditures of the \$4,135.55 and income of \$331.99. The account balance for FCCLA is \$46,715.53, which takes in account the \$6,870.25 encumbered expenses and \$1,1450.00 in accounts receivable.

Report was filed.

COMMITTEE REPORTS

Alumni and Associates Committee Report

Benjamin Lapp reviewed the Alumni and Associates Committee Report that included:

- Create a one day conference for post-secondary membership ~~on the day prior to State Leadership Conference that is~~ exclusive to post-secondary membership participation and competitions.
- ~~Having a post-secondary conference one day prior to regular state leadership conference would receive more support from more districts.~~
- This conference may include different workshops, professional development, team building activities and post-secondary competitions.
- This conference will have competitions throughout the morning and afternoon followed by an awards ceremony that night.
- One goal is to encourage students from local colleges, such as Johnson & Wales, to attend and be involved in the activities offered.
- For post-secondary members we would like to offer or tailor benefits for them at this conference such as:
 - Sign up to be an intern at a college or university
 - Help future FACS teachers receive contact hours to graduate
 - Networking
 - Create workshops to help them in their careers
- Host an Alumni and Associates reception for all Alumni and Associates members at State Leadership Conference.
 - Invite past state officers to attend and have a few speak about their experiences
 - Invite high school seniors to attend to help increase membership.
- To increase membership, get more business sponsorships to help pay for costs the will be incurred and send a letter to all advisors asking them to nominate an outstanding senior to

be an A&A member and ask chapters if they would sponsor their senior by paying the dues for one year to encourage membership in the Alumni and Associates.

- Continue inviting alumni to judge at State Leadership Conference. We would like to send a letter or email asking chapters to contact local alumni to become judges
- ~~Add a position on the Executive Council and the State Officer team for secondary members.~~

Benjamin Lapp MOVED to accept the Alumni and Associates Committee Report. Motion was seconded.

Motion was adopted.

Finance Committee Report

Coalton Hostetler reviewed the Finance Committee Report that included:

- Revised the business partnership letter.
- Approved the 2015-16 Colorado FCCLA budget
- Approved the Colorado FCCLA 2015 Form 990: Return of Organization Exempt From Income Tax

Coalton Hostetler MOVED to accept the Finance Committee Report. Motion was seconded.

Motion was adopted.

Recognition and Scholarship Committee Report

Miguel Gomez reviewed the Recognition and Scholarship Committee Report that included:

- Implement the Chapter Merit Award based on committee's recommendations.
- Xena will be nominated for the Colorado STAR Events Volunteer Award.

Miguel Gomez MOVED to accept the Recognition and Scholarship Committee Report. Motion was seconded.

Motion was adopted.

STAR and Colorado Events Committee Report

Sydney Mayer reviewed the STAR and Colorado Events Committee Report that included:

- Offer the International Experience STAR Event as a state event at the 2016 State Leadership Conference.
- Create a Competitive Event Volunteer Award to be modeled off of the national award.
- Skill Demonstration Events to be offered (if more than three participants register in event) at Ultimate Leadership Conference will include:
 - Fashion Sketch
 - Knife Skills
 - Consumer Math Challenge
 - Culinary Food Art
 - Culinary Chicken Fabrication
 - Culinary Math Challenge
 - Impromptu Speaking
 - FCCLA Creed Speaking and Interpretation
 - Speak Out for FCCLA
 - Toys That Teach
 - Technology in Teaching
 - Knowledge Bowl
- Create a senior category for the Food Events Thematic Table Design, Knife Skills, Gourmet Food Presentation Savory, Gourmet Presentation Sweet, and Front of the House and review the rubrics to make appropriate changes for the new level in 2016-17.

- Create a junior category for the Food Events Knife Skills and Thematic Table Design and review the rubrics to make appropriate changes for the new level in 2016-17.
- Approve the 2015-2016 Colorado FCCLA Competitive Events Guide.

Sydney Mayer MOVED to accept the STAR and Colorado Events Committee Report. Motion was seconded.

Motion was adopted.

State Service and Public Relations Committee Report

Carissa Kirschbaum reviewed the State Service and Public Relations Committee Report that included:

- Create a flyer with an in depth list of projects for chapters to complete the state service project.
- Utilize the following degrees for the spirit stick:
 - 10 cans for the food drive=1 degree
 - Each Lead2Feed module=5 degrees
 - Each \$10 raised=1 degree,
 - 1 degree per hour served
 - Each press release=5 degrees
 - Involvement of another CTSO=5 degrees
 - Each 3years of fleece fabric=5 degrees
- Divide the total spirit stick degrees by the amount of members in the chapter for the final score.
- Highest amount of degrees wins the stick.
- Add an education resource and lettering guide to the Adviser's Corner.
- Advertise Legislative Day on the Adviser's Corner webpage.

Carissa Kirschbaum MOVED to accept the State Service and Public Relations Committee Report. Motion was seconded.

Motion was adopted.

Officer Selection Committee Report

Kaylee Michael reviewed the Officer Selection Committee Report that included:

- The State Interviewing Panel will decide how many state officers slotted on the team based on budget allowances recommended by the state adviser.
- Include a block letter format question on the test.

Kaylee Michael MOVED to accept the Officer Selection Committee Report. Motion was seconded.

Motion was adopted.

Middle School Committee Report

Tatianna Medina reviewed the Middle School Committee Report that included:

- There will be a middle school social with activities and games during the State Dance.
- A resources folder will be added to the Adviser's Corner with lesson plans for middle school advisers.

- A middle school chapter can affiliate five members with a district high school with the number of middle school members not contributing to the high school requirement. Their adviser must affiliate and split the ten dollars for their chapter dues with the high school chapter.

Tatianna Medina MOVED to accept the Middle School Committee Report. Motion was seconded.

Motion was adopted.

Policies and Procedures Committee Report

Brooklynn Bracelin reviewed the Policies and Procedures Committee Report that included:

- Financial Policies Section 1, Part 5, Letter H should now state “A three-part accounting system will be used to document control of the funds of CO FCCLA. The assigned CTSO state adviser will make all deposits of funds as they are received and will handle all financial record keeping of the State Association. Receipts will not be written for conference registrations and payment of dues unless requested. The Assistant FACS Program Director/FCCLA State Adviser and/or the authorized representative at CCCS will have authority to expend funds.”
- CTE has hired a law firm to cover us on a day-to-day basis but if we would have to go to trial we would be required to cover that retainer fee.

Brooklynn Bracelin MOVED to accept the Policies and Procedures Committee Report. Motion was seconded.

Motion was adopted.

State Conference Committee Report

Ian McCullough reviewed the State Conference Committee Report that included:

- Use M&M as the production company at the 2016 State Leadership Conference with the following deposit schedule
 - 1/1/2016 = \$5,550
 - 3/1/2016 = \$7,550
 - 3/29/2016 = \$18,550
- In the event of insufficient funds, decorations and a paid workshop will be cut and replaced with free alternatives.
- There will not be a fee for parents to attend the closing session.
- There will not be on-site event orientations. Instead, there will be online filmed orientation videos with general information and information on each event.
- There will be an on-site location for adviser check-in and general competitive event info sessions.
- The new officer installation will take place Friday, April 1, 2016 at 9:30 pm.
- There will be two closing sessions. One from 8:00-10:00 and the other from 10:15-12:15.
- There will be two National Leadership Conference meetings, one following each closing session.

Ian McCullough MOVED to accept the State Conference Committee Report. Motion was seconded.

Motion was adopted.

Youth Expo Committee Report

Kate Wall reviewed the Youth Expo Committee Report that included:

- List recommendations Vendors at the Youth Expo will be:
 - National Programs Booth (run by Roosevelt HS)
 - Little Caesar's Pizza
 - Top Golf
 - 24 Hour Fitness OR Gold's Gym
 - Interactive State Officer Table
 - Alumni & Associates
 - Arapahoe Community College
 - Art Institute of Colorado
 - Auguste Escoffier School of Culinary Arts
 - Children's Hospital Blood Drive
 - Colorado Culinary Academy
 - Colorado Mesa University
 - Compassionate Careers
 - Donor Alliance
 - FIDM
 - Johnson & Wales University
 - Junior Achievement
 - Motivated Print and Design
 - Otero Junior College
 - Rocky Mountain College of Art and Design
 - U.S. Army
 - U.S. Navy
 - U.S. Marines
 - Yuda Bands
- The blood drive will be Thursday, March 31, 2016 from 12-5 pm. It will be advertised in the call to conference. Parent permission slips will also be included in the call to conference. There will be links and advertisements on the Colorado FCCLA Facebook and Instagram pages.
- For the positive behavior system there will be a drawing. Each member will receive a card with space to write something they learned/did at x number of booths, x number of signatures for workshops attended, and signature for competitive events competitions. The card will be located with name tag and the card must be complete before being handed in. Completed cards will be collected on the way into closing sessions. There will be one drawing for prize at each closing session.
- The Youth Expo move to more obvious location and/or a flyer will be placed in the registration packet for advertising and announcement.
- In vendor invitation we will add that we want interactive booths and a response from each vendor with their ideas for interaction.

Kate Wall MOVED to accept the Youth Expo Committee Report. Motion was seconded.

Motion was adopted.

Bylaws Committee Report

Paige Beckman reviewed the Bylaws Committee Report that included:

- No recommendations were made.

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

Motion was adopted.

Membership Committee Report

Brooklynn Bracelin reviewed the Membership Committee Report that included:

- Leadership Development Promotion will include:
 - A presentation at CATFACS

- Facebook post promoting it
- a social media bomb at Ultimate Leadership Conference
- YouTube video made by the Vice President of Membership explaining Leadership Institute

Brooklynn Bracelin MOVED to accept the Membership Committee Report. Motion was seconded.

Motion was adopted.

National Leadership Conference Committee Report

Kayelani Kirschbaum reviewed the National Leadership Conference Committee Report that included:

- A letter will be sent to the National office regarding the Competitive Events communication.
- ~~Continue as is without a travel agent and revisit when we come across a city that might be difficult to travel to.~~ We will have a travel agent on a city-to-city basis.
- ~~We will have a travel agent for the National leadership Conference in San Diego, California.~~ We will have a travel agent for the National Leadership Conference in San Diego, California only if they are flexible in the areas of transportation, hotel, and registration.
- Pick a required State Event that requires members to interact with one another and that is unique and different from the National tour options. This event will also be on the same day as the State meeting.
- The National Officer Candidate will receive a card or gift card at the State Meeting during the National Leadership Conference.

Kayelani Kirschbaum MOVED to accept the National Leadership Conference Committee Report. Motion was seconded.

Motion was adopted.

National Programs Committee Report

Casey Barretero reviewed the National Programs Committee Report that included:

- Add a Jana's Campaign slide to the slideshow at opening ceremony.
- Have a brief description, a pledge, and a challenge for FCCLA@theTable on Social Media.

Casey Barretero MOVED to accept the National Programs Committee Report. Motion was seconded.

Motion was adopted.

STATE ADVISORY COMMITTEE REPORT

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

- 2015 State/ National Adviser Award Recipients
 - State Honorary Membership
 - Judy Heath
 - Emily Peake
 - Master Adviser
 - Janet Niederkorn, Shannon Tufts, Lauren Appelhans, and Kelly Gauck will be encouraged to apply
 - Mentor Adviser
 - Samantha Archer will be encouraged to apply

- National Distinguished Service Award
 - Colorado will nominate Dr. Dawn Mallette
- National Honorary Membership Award
 - Colorado will nominate Margie McCandless
- National Outstanding Media Award
 - The district coordinator for communication from Elizabeth schools will be encouraged to apply
- Spirit of Advising
 - To be release at State Conference
- Jana's Campaign will provide 20 *Safe Dates* curriculum packages for teachers and 20 \$100 mini grants to Colorado FCCLA chapter. *Safe Dates* training will take place at the Ultimate Leadership Conference on November 10, 2015.
- Debbie Nelson will be the District Consultant at Script Writing 2016
- District Duties for State Conference
 - Please sign up for at least 1 activity to help with during the SLC (Chapter Members can also help) & incentives will be given to chapters/districts that sign up for duties.
 - Conference Unload (Monday) Englewood High School
 - T-Shirt Sorting Cheraw High School
 - Banquet Set Up Chaparral High School
 - Banquet Tear Down Northglenn High School
 - DC on the Interview Panel Kelsey Mauch
 - Admin on the Interview Panel Pine Meadows
 - Dance Chaperone Mountain Shadows
 - Pool Chaperone Scenic Country
 - STAR & State Event Chairs

Event	Lead Consultant	Assistant Lead Consultant
Advocacy	Kim Schutt, Rocky Mountain	Ty Hvambsal, Fort Collins
Applied Math for Culinary Management	Lindsey Leuenberger-Klautsch, Northglenn	
Baking & Pastry	Sarah Davis, Englewood	Cameron Stutzman, CDC
Cake Design	Stephanie Thomson, Golden	Stacey Landis, Chaparral
Career Investigation		
Chapter Service Display	Holly Kelly, Sterling	Carla Sullivan, North Arvada
Chapter Service Portfolio	Mountain View	Mountain View
Chapter in Review	Angela DePue	Lisa Polak, Chaparral
Culinary Arts	David Bochmann, Warren Tech	Jeff Toback, Douglas County
Early Childhood Education	Laura Alsdorf, Ames Facility	Annie Friesema, Wasson
Entrepreneurship	Lenna Mabbutt, Thornton	Jenny Skillman, Thompson Valley
Environmental Ambassador	Melanie Darter, Elizabeth	Angela Smith, Fort Morgan
Fashion Construction	Jeanine Pope, Fort Morgan	Alyssa Wayman, Highlands Ranch
Fashion Design		
Fashion Sketch	Rachel Young	Reagan Ashley, Elizabeth
Fashion Stylist	Shawne Ahlenius, JWU	Stephanie Vos, Pomona
Focus on Children	Nicole Kamman, Jefferson	Amy Ketels, Bollman Tech
Food Innovations	Nicole Endres, Niwot	Katie Saenz, Mead
Front of House	Ellen Heumann, Adams City	
Get The Word Out	Jamie Blatter, Brush	
Gourmet Food Production -	Sahvanna Mease, Vista Ridge	Marcella Amaturro, Bear Creek

Event	Lead Consultant	Assistant Lead Consultant
Savory		
Gourmet Food Production – Sweet	Yvonne Justice, CDC	Christina Runyan, Smoky Hill
Habitat for Humanity Interior Design	Amber Freeman, Legacy	Robin Peterson, Legacy
Hospitality, Tourism, and Recreation	Dalene Bricker, Northglenn	Barbara Rohn, Doherty
Illustrated Talk	Kimberly Baldwin, Ponderosa	Sasha Hartsuiker, Cherry Creek
Interior Design	Amber Wharton, Estes Park	Whitney Avalos, Pomona
International Experience	Tracey Berech, Evergreen	
Interpersonal Communication	Mandy Johnson, Poudre	Shawna Lindstead, Poudre
Job Interview	Jessica Luca, Greeley Central	Peggy Masek, Douglas County
Knife Skills	Jo Schaaf, Warren Tech	Stephanie Ager, Coronado
Leadership	Mary Sue Carroll, Cheraw	
Life Event Planning	Shelley Goerdt, Jeffco	Autumn Francis, Monarch Brenda Washburn, Centaurus
National Programs in Actions	Ashley Acuff, Windsor	Northern
Nutrition and Wellness	Barbara Gorman, Haxtun	Mountain Shadows
Parliamentary Procedure	Susan Ortner, Holyoke	Debra Colgazier, Holyoke
Promote and Publicize FCCLA	Marjorie Reed, Centauri	JoAnn Bagwell, Sanford
Recycle Redesign	Linda Motz, Palisade	James Hindman, Montrose
Sports Nutrition	Kelly Gauck, Holmes	Pam Fredericks, Skyview
Teach and Train	Malissa Sloan, Standley Lake	Brita Letvin, Columbine
Thematic Table Design	Donna Erlewine, Broomfield	

Robert Van Dyke MOVED to accept the State Advisory Committee Report. Motion was seconded.

Motion was adopted.

STATE OFFICER COMMITTEE REPORT

Victoria Connor reviewed the State Officer Committee Report that included:

- The Thursday afternoon workshops are Charlene Moser and Lead 2 Feed.
- The keynote speaker will be Ya Ya Bakar.
- The session theme will include podcasts before the conference and pre-sessions. Then at closing, state officers give personal stories and the one member from the ultimate image award. Each story will have a chunk on the thermometer and the ultimate image award will place the final chunk on the thermometer. The five words that will be the focus of opening session are; leadership, service, attitude, commitment, and actions.
- District Presidents and Chapter Presidents Recognition will come out on stage at the beginning of opening session for introductions.
- A private award ceremony where new state officers will be announced.
- For the VIP Party there will be life-size Jenga and board games on tables. Food-Fruit kabobs with dark chocolate, chips and dips, or sorbet will be served.
- For the banquet, Women will wear a red floor-length dress and any modest sleeve choice or a silver shawl. Men will wear a grey tux with a red shirt and a red bow tie. The new officer giveaway will be a foam finger. The centerpieces will be a votive with rock, orange and red lights, and a red rose.
- During the awards session, the state officer uniform will be worn. Each officer will have a speech about how FCCLA has been the one difference in their life.

- For positive behavior members will get signatures from the Teen Expo booths and at closing session turn in their nametag and signatures to possibly win a prize.
- The t-shirt will be white with “The Difference is 1” logo.

Victoria Connor MOVED to accept the State Officer Committee Report. Motion was seconded.

Motion was adopted.

UNFINISHED BUSINESS

There was no Unfinished Business.

NEW BUSINESS

Mary Sue Carroll MOVED to make the State Service Project support every part of Colorado.

Lynn Zemanek MOVED to assign the motion to the State Service Committee in June at the Summer Executive Council Meeting.

Motion was adopted.

ANNOUNCEMENTS

Robert Van Dyke shared the following important dates/activities for 2015 – 2016:

- First Colorado Affiliation Deadline – November 1
- Ultimate Leadership Training– November 9-10, 2015
- Script writing January 11-12, 2016
- State Officer Regroup February 8, 2016
- Legislative Day – February 9, 2016
- 2016 State Leadership Conference at the Renaissance Denver – March 31 – April 2, 2016

Brooklyn Buhre MOVED to ADJOURN the Fall 2015 Executive Council Meeting. Motion was seconded.

Motion was adopted.

Meeting adjourned: 1:30 pm on September 29, 2015 by Brooklyn Buhre.