**Arkansas Association of School Business Officials**

**Board of Directors Meeting**

**May 21-22, 2018**

**Embassy Suites, Rogers, AR**

The meeting was called to order by President-Elect Jake Haak at 1:00pm.

Roll was taken by Charles Warren. Members present were Zinnia Clanton, Jake Haak, Debbie Harrell, Charles Warren, Cristy Dunnahoe, Sharon Chuculate, Frankie Sullivan, Kevin Luck, Donna Adkins, Lesa Bell, Mike Mertens, Robyn Keene and Richard Abernathy. Members absent were Tina Wiley, Shawn Higginbotham, Kathleen Crain and Greg Rogers. A quorum was established. Dusty Duncan and Dan Breshears attended as a 2018-19 AASBO board members.

Introductions were made and an ice breaker exercise was led by Donna Adkins and Lesa Bell.

The minutes from the board meeting held on April 24, 2018 were presented. Lesa Bell moved to approve the minutes, with a second by Kevin Luck. The motion was approved.

The treasurer’s report through April 30, 2018 was presented. Kevin Luck moved to approve the treasurer’s report, with a second by Zinnia Clanton. The motion was approved.

The membership report through May 18, 2018 was presented and reviewed.

Jake Haak reviewed the AASBO board meeting schedule for 2018-19 and the following meetings were set:

* Thursday, November 1, 2018 in Little Rock (CASBO dates)
* Wednesday, December 5, 2018 in Little Rock (planning Annual Conference)
* Tuesday, February 5, 2019 in Hot Springs (AASBO Conference)
* To Be Determined in Little Rock (Spring CASBO dates)
* AASBO 2019 Retreat dates of priority (May 30-31, June 3-4)
	+ Locations to be determined on availability (Mount Magazine or Lake Point Lodge at Lake Dardanelle)

The AAEA Conference/Calendar of Events was presented and reviewed.

The AASBO Break-out Sessions at the AAEA Summer Conferences were set as follows:

* Navigating Ethics & Disclosures, Dr. Mike Hernandez presenting
	+ July 31, 8:45-9:30 & 10:00-10:45, Tina Wiley presiding
* Revenue – Collecting and Budgeting, Charles Warren presenting and presiding
	+ July 31, 1:45-2:30 & 3:00-3:45
* Freedom of Information Act (FOIA), Jay Bequette or Cody Kees presenting
	+ Aug 1, 10:00-10:45 & 11:00-11:45, Frankie Sullivan presiding

Charles Warren opened discussion on the 2019 AASBO Conference. He will report in November.

Cristy Dunnahoe moved to authorize Robyn Keene to spend up to $3,000 for the purchase and installation of monitors and a podium for the AAEA computer lab. After a second by Donna Adkins, the motion was approved.

At 3:30pm, Jake Haak adjourned for the day.

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At 8:33am on Tuesday, May 22, 2018, Jake Haak called the meeting to order. The established quorum was present, with attendance from the previous day continued, with the exception of Cristy Dunnahoe, who was now absent.

Richard Abernathy provided an update on ADE activity and 2018 legislative session issues & concerns.

Robyn Keene and Zinnia Clanton provided an update on EBD Health Insurance information.

Sharon Chuculate provided an update on SASBO activity. Charles Warren moved to authorize Robyn Keene and Sharon Chuculate to negotiate with SASBO to host the 2022 SASBO Conference in Arkansas. After a second by Frankie Sullivan, the motion was approved.

Robyn Keene provided an update on the CASBO Certification Program. The board directed Robyn to ask Charter School AASBO members and Coop AASBO members to provide details for future classes that AASBO can review for CASBO certification.

Robyn Keene and Kevin Luck provided an update on the AASBO Mentoring Program.

The following committees/work groups reported:

* EBD/AASBO
* Scholarship Committee
* Computer Lab Training Sessions
* CHAC
* Truett Goatcher Admin of the Year (TGAOY) Award

The board asked Kelly Hayes, Kevin Luck and Mike Mertens to review the rubric of the TGAOY award for recommend changes (if necessary) in November. Sharon is gather information from other state’s regarding their awards.

Committee Assignments for 2018-19 were made as follows:

Program – Charles, Lesa & Sarah Snider

Membership – Lesa, Charles & Sharon

Policy & Resolution – Kevin & Donna

Certification – Charles, Tina, Bryan Hewitt and Stacy Hopkins

Scholarship – Cristy, Zinnia & Sharon

Mentoring – Tina, Kevin & Robyn

Nominating – Tina, Cristy & Zinnia

Charles Warren moved to adjourn. After a second from Donna Adkins, the meeting was adjourned at 11:22am.