



SOUTHERN REGION BOARD MANAGEMENT MEETING MINUTES

February 5, 2016, JW Marriott, Houston, TX

Southern Region Board Members:

- | | | |
|--|--|--|
| <input checked="" type="checkbox"/> Joe Irizarry, President | <input type="checkbox"/> TBD, Membership | <input checked="" type="checkbox"/> Linda Courtney, Pres. Central TX |
| <input type="checkbox"/> Lisa Lamkin, President Elect | <input type="checkbox"/> Chris Pellegrin Chair SR Fnd | <input checked="" type="checkbox"/> Erin Machac, Pres. Gulf Coast |
| <input type="checkbox"/> TBD, Vice President | <input type="checkbox"/> Jack See, Ark. Governor | <input type="checkbox"/> Abigail LaCourse, Pres. Louisiana |
| <input checked="" type="checkbox"/> Clay Clayton, Treasurer | <input checked="" type="checkbox"/> Michael Holly, LA Governor | <input type="checkbox"/> Patrick Glenn, Pres. North TX |
| <input checked="" type="checkbox"/> David Kaczynski, Secretary | <input checked="" type="checkbox"/> Gary Armbruster, OK Governor | <input checked="" type="checkbox"/> Christina Hoehn, Pres. Oklahoma |
| <input checked="" type="checkbox"/> Kerri Ranney, Past Pres & SR Dir | <input type="checkbox"/> TBD, TX Governor | <input type="checkbox"/> Carrie Combs, Pres. South TX |
| <input type="checkbox"/> TBD, Communications | | <input checked="" type="checkbox"/> Bob Keltner, Pres. Arkansas |

Non-Board Members at the Meeting:

- | | | |
|---|---|--|
| <input type="checkbox"/> Scott Layne, Chair Intl. | <input checked="" type="checkbox"/> Bill Stice, Chair Elect Intl. | <input checked="" type="checkbox"/> Carla Cummins, Region Dir. |
| <input type="checkbox"/> John Ramsey, CEO | | |

A. Opening/Introductions and President's Report:

- Call Meeting to Order (Joe Irizarry) (9:01AM CST)
 - Establish Board Quorum (9 Present?) ☒Yes/☐No (10 Present)
- Opening Remarks (Joe Irizarry) –
 - “Leave a Mark” for future members
 - Suggested changes for SR Foundation Board
- Introductions around the table
- Handouts/Visuals provided
- *Motion to approve the August 13, 2015 Southern Region Board Meeting Agenda*
Motion: David Second: Kerri
Discussion:
Vote: In favor: All Opposed: None Abstentions: None
Motion: ☒Passed ☐Failed

B. Action Items:

- Approval of SR Foundation Advisory Council (Clay Clayton)
Motion to approve SR Foundation Advisory Council membership structure to include the Foundation Chair, SR President, SR Past President, SR Treasurer, Chapter Past President and a quantity of at large positions to be determined by the Advisory Council on an annual basis.
Motion: Clay Clayton Second: Erin Machac
Discussion: Term limits for at-large members, defined positions is a non-issue, At-large positions can remain as long as their participation on the advisory council is active. The SR President and Treasurer are ex official members.
Vote: In favor: All Opposed: None Abstentions: None
Motion: ☒ *Passed* ☐ *Failed*

- Approval of SR Foundation Scholarships for SR Conference (Clay Clayton)
Motion to approve SR Foundation scholarship funding for the SR Conference
Motion: Clay Clayton Second: Christine Hoehn
Discussion:
Vote: In favor: All Opposed: None Abstentions: None
Motion: ☒ *Passed* ☐ *Failed*

C. Informational Items and Discussion

- Southern Region Today
 - Finances (Separate accounts for SR and Chapters)
 - SR \$248,046 Balance
 - Central Texas \$20,710
 - Gulf Coast \$47,180
 - Louisiana \$11,501
 - North Texas \$29,544
 - Oklahoma \$1,532
 - South Texas \$24,311
 - Foundation Account
 - Cash \$11,148; 2 CDs (24 mo. \$170,155 & 9 mon \$48,899)
 - Why the Foundation exists, access
 - International Representation
 - Scott Layne (Chair, International), Bill Stice (Chair Elect), Kerri Ranney (SR Director)
 - SR is well represented at International level for next several years
 - Access to best practices from the National/International community
 - Get Involved (Committee participation)
 - Jury for awards
 - Innovation – “think tank” for learning environments
 - McConnell Award
 - Distribute committee member lists to Chapters to encourage participation
 - New committees are forming, list to be prepared
 - Members Connect
 - DK to send SR meeting minutes to Carla for posting on MC/Website

- Conference
 - Agenda review (in handout)
 - 76 Presentations submitted
 - School Tours
 - Plug sponsorships, events and other participation, attendance
 - Suggest combining International and SR conference when in the region
- Initiatives
 - Access to Available Funds
 - Funds are available at both SR and Chapter level for programs
 - Make funds available, in a defined process that provides required controls to be good stewards of the funds
 - Propose funds outside of operating expenses should go to Foundation to be distributed to benefit the members
 - Professional Development
 - Scholarship funds for participation at conferences, events
 - Regional Exchange Program worked in the past
 - Continue pushing SchoolsNext and Emerging Professionals
 - SchoolsNext (Clay)
 - Sheldon ISD represented the SR at International conference
 - There is a working group/committee
 - Developed primarily for middle school aged kids, designing a learning space and presenting, electronic format, collaborative effort
 - High School program suggested for startup in 2017
 - Should emphasis be on developing the MS program over starting the HS program?
 - Chapter should tap a designee to be the champion at the Chapter level to be successful
 - International Baccalaureate schools, likely exist Region/National wide
 - Program marketing material needed, possibly a Webinar might be appropriate to disseminate “what it takes” to get a school involved and what it takes to manage the program
 - Emerging Professionals (called 20 under 40 in Pacific Northwest)
 - Program aimed at young professionals to get involved in A4LE as well as “new” professionals in the industry
 - Mentoring opportunities, networking
 - Who “owns” the local Chapter effort?
 - Membership is not required, there is no cost for the attendee
- Elections – Vacant Positions
 - There are some vacant positions to be filled now
 - Texas Governor
 - Membership
 - Communication

- Communication
 - Improved communications are needed and will occur at many levels
- Chapter Leader Development Program
- 2016 Southern Region Goals
- Southern Region Foundation
 - Proposed Board Governance Changes
 - A spot for Past President to participate on committee
 - # of At Large SR Members to be determined by Foundation Board
 - Possibility to include non-members if there is a benefit
 - Scope
 - Foundation is not the fund-raising arm, refocus on spending
 - Proposed 2016 Funding Process
 - Proposed Action Plan
 - SR Board Direction to Foundation
- SR Funding
 - Revenue Sources
 - Conference proceeds
 - Regions get rebate for memberships from International, \$10 per person
 - How much money is required to operate the SR?
 - \$100,000 for conference (worst case for conference cancellation)
 - \$20,000 Face to Face SR Board Meetings
 - \$20,000 Strategic (Planning every other year)
 - \$10,000 Officers
 - \$15,000 TASA Mid-Winter
 - \$14,500 Operating Contingency
 - Assess each year, may coincide with SR budget development
 - What funds are held at Chapter, what funds should be sent to SR
 - Clay to identify SR funding requirement relative to fund balance by March 1
 - SR Board to consider excess funds transfer to SR Foundation
 - Possible SR Board action in April
- Chapter Best Practices (Group Discussion)
 - Professional Development
 - Mini-Regional Conference (Central Texas Chapter)
 - Friday before Thanksgiving
 - Program, Sponsorship, Hospitality Committees
 - Safety/Security, Construction Contingency, Economic Client
 - 100 +/- Attend, \$5 Public/\$15 Private/\$20 Non-member Cost
 - Owner Best Practices Forum (Gulf Coast Chapter)
 - Fundraising
 - Annual/Meeting Sponsorships (South Texas Chapter)
 - Golf/Sporting Clay Tournaments (North Texas Chapter, Central Texas Chapter, Gulf Coast Chapter)
 - School Recognition/Awards (North Texas Chapter)
 - College Scholarships (South Texas Chapter)
- Chapter Needs (Group Discussion)

- 2016 Southern Region Schedule
 - Communication – Conference Calls & In-Person Meetings
 - Critical Path Items – Decisions, Budgets, Elections

D. SR Board Meeting/Event Schedule Proposed Schedule (See table and Events below)

| Meeting Month | Meeting Date | Time | Meeting Platform | Conduct Business |
|---------------|--------------------------|---------|---|------------------|
| March | March 8 th | 3:00 pm | SchoolsNEXT/Best Practices/Chapter Exec Conference Call | |
| April | April 7 th | 3:00 pm | BOD Conference Call | Y |
| May | May 12 th | 3:00 pm | Chapter Leaders Call | |
| July | July 14 th | 3:00 pm | BOD Conference Call | Y |
| August | August 4 th | 3:00 pm | Chapter Leaders Call | |
| September | Philly per schedule | | | |
| October | October 13 th | 3:00 pm | BOD Conference Call | Y |

E. Adjournment

Move to adjourn the SR Board Business Meeting for February 5, 2016

Motion: Not recorded Second: Not recorded

Discussion:

Vote: In favor: All Opposed: None Abstentions: None

Motion: ☒ *Passed* ☐ *Failed*

Time: Not recorded PM