

Arizona SkillsUSA Board of Directors Meeting Minutes  
October 26, 2015  
Arizona Department of Education

Voting members in Attendance: Phil Howardell, Pete Pederson, Sam Romine, Caitlin Horner, Ryan Hamilton

Ex-Officio membership in attendance: Shea Padilla, Robin Cronbaugh

Absent: Nicole Chokran

Vacant: Business and Industry

- A. Call to Order at 8:30AM
- B. Reading and Approval of January 23, 2015 minutes
  - 1) Approved as is by Shea Padilla
- C. Treasurer's Report
  - 1) A 3<sup>rd</sup> party financial review will take place at the end of 2015, with results expected in early 2016. Financial reports (Balance Sheet, A/R Aging, and Profit & Loss) were handed out to all board members.
- D. Business Items
  - 1) Training for Arizona Board of Director - presented by Tim Lawrence, SkillsUSA Executive Director
  - 2) Board Officer Elections
    - a. Self-Nominations for officer positions were unanimously approved. The 2015-2016 Board of Directors officers are as follows:  
President – Sam Romine  
Vice President – Phil Howardell  
Secretary – Caitlin Horner  
Treasurer – Pete Pederson
  - 3) Reinstatement of Region Representative Positions
    - a. Discussion took place on the reinstatement of regional representative positions to the Arizona Board of Directors. It was decided this topic will be discussed in more depth at the Nov. 19<sup>th</sup> meeting at the Leadership Training Camp.
- E. Future Meeting Dates:
  - o Leadership Training Camp (Nov. 19) – Not Mandatory
  - o December 18<sup>th</sup>
  - o March 5, 2016 – State Office Interviews
- F. Meeting adjourned

Dear SkillsUSA Arizona Board Members and Staff:

It was a pleasure to be with you on October 26 in Phoenix, Arizona. I really enjoyed the time we spent in our session on "Non-Profit Board Training and Strategic Planning." I admire your passion and support of the state association and, I believe that as you move forward with the structure and activities we discussed in planning, that your board will have the dedicated individuals who can provide the leadership to really move SkillsUSA Arizona into the future. I know you will adjust as necessary to make sure you move forward on behalf of the great students and teachers in Arizona.

The attached Strategic Plan for 2015-2017 is the result of our work together. As I stated during the planning process, this is YOUR plan. The vision, values and mission came from what you believe the organization stands for - now and in the future. If you believe in it, then all of your work should rise to your MISSION AND VISION.

The belief system that you will follow in serving the students, teachers, administrators and business partners of SkillsUSA Arizona are outlined in your VALUES. The values are listed on the very first page and I have added an appendix to the document that defines what I believe you intended each of the values to represent.

The GOALS and OBJECTIVES came from what you identified as the most critical issues facing your state organization. These should be reviewed at each board meeting and you should always test them for their relevance. You want to be successful, so therefore I recommend that, should any objective become unrealistic, you should adjust the objective - or remove it (and remember, I have given you a Word document version of your plan - easily edited).

This plan is a simple beginning. It can put you on a glide path to future success if you monitor it against the time lines in each objective and evaluate your progress at milestones along the way. The plan is only as good as the people who will carry it out. One person cannot accomplish all the work inside this plan. I know you will work together in the spirit of continuous improvement and you will be successful.

I wish you all the best as a team as you carry forward the important work in the plan you have developed. Please do not hesitate to contact me if you have any questions or should you ever need assistance.

Remember, Think Big, Start Small, Act Fast!

Best wishes for continued success!