



Meeting Minutes
September 21, 2017
UTI (Avondale)

Voting members in attendance: Nicole Chokran, Steve Grosz, Mike Walker, Sam Romaine, Pete Pederson, Cindy Gutierrez, Caitlin Horner, Frank Pinnell

Voting members not in attendance: Ken Wilk

Ex-Officio members in attendance: Robin Cronbaugh, Jaime Miller

- A. Called to Order at 9:08AM
- B. Reading of the Minutes
Sam moved to approve the meeting minutes from the July 24, 2017 meeting and Mike seconded the motion. Meeting minutes were unanimously approved as is.
- C. Treasurer's Report
- D. Business Items
 - 1) Board Elections
The following members were unanimously approved to serve the indicated office:
President – Caitlin Horner (Self-nomination)
Vice President – Mike Walker (Nominated by Pete P.)
Secretary – Pete Pederson (Nominated by Cindy G.)
Treasurer – Sam Romaine (Nominated by Cindy G.)
 - 2) Policies and Procedures
Sam moved to amend Article 4, Section 2 to "Official representative from the Arizona Department of Education designated by the SkillsUSA Arizona Board of Directors". Mike seconded the motion and it passed unanimously.
Cindy moved to add in the words 'non-voting' to the ex-officio members listed in Article 4, Section 2. Sam seconded the motion and it passed unanimously.
Mike moved to increase the number of Business and Industry members from two to five in Article 4, Section 2. Cindy seconded and it passed unanimously.
Sam moved to strike out the word "two" and replace it with "five" in Article 7, Section 2. Cindy seconded and it passed unanimously.
Sam moved to strike out Article 8, Section 7 and replace with "The Treasurer shall work with the designated accounting firm chosen by the SkillsUSA Arizona Board of Directors".
The following policies were presented to the Board and reviewed: Substitution, Conference Attire, Registration, 30-60-90, Code of Conduct, World Skills, and Grievance. Sam moved to accept all policies presented; Steve seconded and it was approved unanimously.
 - 3) Special Guest: Sean Robinson with TeamTRI

4) SkillsUSA Arizona Update

A) Lawrence Report

SkillsUSA Arizona staff member Lawrence reported on his projects and duties

B) Contracts

It was proposed to add Michelle Martinez as a contractor to serve as Project Specialist; to continue contracting with Steven Paluch to manage the website and provide graphic design services; and to give Lawrence a pay raise of \$1.00. Steve moved to approve the contracts for Michelle and Steven and to raise Lawrence's pay by \$1.00. Sam seconded the motion and it passed unanimously.

C) Events

Robin reported on past and future events of the organization.

5) Basic Program Fee

Discussion was had on the Basic Program Fee and how it is being misunderstood and misused by chapters. Steve moved to limit the basic program fee to a max of 12 members; over 12 members and the membership rate reverts back to traditional or TPP membership. Mike seconded the motion and it passed unanimously.

6) Budget

The fiscal year 2018 budget was presented and reviewed. Steve moved to approve the budget for fiscal year 2018. Sam seconded the motion and it passed unanimously.

7) Next Meeting

i. December 7, 2017

9AM – 3PM

Location: TBD

E. Meeting adjourned

- 1) Pete moved to adjourn and Sam seconded.