**ACTE Region II Policy Committee Meeting Minutes**

**September 30, 2016**

**Grand Hyatt – Tampa, FL**

**Call to Order/Welcome/Roll Call**

Brian Law, Region II Vice-President, called the meeting to order at 3:00 pm and welcomed all to the Region II Conference in N. Committee members present were: Brian Law, VP; Becky Pierce, AL; Rob Aguis, FL; Kim Orrick, GA; Elizabeth Bullock, KY; Brantley Murphy, NC; Rick Kalk, SC; Jon Frye, TN and Mary Eckerd, VA. Each committee member also introduced others from their state in attendance. Michael Connet with ACTE was also in attendance.

**Nominations for Committee Positions**

The following were nominated and approved by the Policy Committee: Brantley Murphy, NC, will serve as Parliamentarian; Jon Frye, TN, will serve as Secretary; Kim Orrick, GA, will serve as Committee Vice President.

**Approval of Agenda and Minutes**

Elizabeth Bullock, KY, moved to accept the agenda as printed. Rick Kalk, SC, seconded. Motion passed.

Brantley Murphy, NC, moved to accept the minutes from the prior meetings. Rick Kalk, SC, seconded. Motion passed.

**Financial and Membership Reports**

Region II won the Membership Award from ACTE for the period January through June. Membership in Region II stood at 4755 at the end of August. This was a net loss of 35 members since June 30.

The fiscal report shows a balance of $5966 in the operating budget and $19,545 in the designated fund. Copies of the financial report and membership report were provided.

**Standing Committee Reports**

**Audit –** No report at this time. Dexter Knight, KY, our committee member, has a family member ill.

**Awards –** Willie Haynes, GA – Awards are in place for Saturday’s luncheon. Thanks to all for work to improve the overall feel of the awards ceremony this year.

**Bylaws –** Region II needs a replacement for Aaron Fleming, NC. Rick Kalk, SC, reports that all items are presently off the table for Bylaws

**CTE Support –** Region II needs an appointment for this committee.

**Nominating –** Beyonka Wider, AL – No report.

**Resolutions –** Kim Mitchell, GA - No report.

Brian Law also provided an update from the national board. ACTE is celebrating its 90th year. Financially the organization remains in solid shape with a focus on growing benefits and membership.

**State of the State Reports**

Each state represented provided a state of the state report. Copies of those reports are in the Region II dropbox file and can be obtained from Region VP Brian Law.

**Overview of Conference**

Marsan Carr, FL, provided a brief overview of this year’s conference along with Michael Connet of ACTE. There are a significant number of sessions to attend and available speakers due to the pairing with Best Practices. Also, the increased attendance when paired with Best Practices attendees allowed the Conference to be placed at the Grand Hyatt facility. Assignments for session hosts were reviewed and Brian shared an update on the Awards Luncheon plans.

**Old Business**

First item in old business was a review of term expirations for members of the Policy Committee. Presently, of the 8 states represented, three show 2017 as their year to rotate off, four show 2018, and only one shows 2019. A review of older Bylaw and Policy manuals show that over time, some states have not kept their three year terms on cycle due to various reasons. Rotation years are to be reviewed as a part of the Bylaw and Policy updates and resolved at Vision in Las Vegas.

Second item in old business was a revisiting of the financial result of Region II in Montgomery, 2015. There is a reported $4,355 room attrition charge to Alabama as a result of not booking the number of rooms per the contract. A request was made at NPS for the Policy Committee to look at assisting Alabama in covering this charge. The question was asked about any existing policies to guide this request. Various attendees that have experience with the Policy Committee and their state associations cited multiple practices over the years involving the use and distribution of funds, both before and after the Region Conference. Executive Directors attending the meeting shared with the committee input on the historical approach to losses and prior action from the Region to support them. There was significant discussion surrounding those activities and what the policy is to address these situations.

Brantley Murphy, NC, moved that Region II cover the Alabama loss. Rick Kalk, SC, noted that motion needed to be amended to reflect that the amount would be covered by the Designated Fund. At this point, the motion was withdrawn.

Brantley Murphy, NC, moved that Region II cover the Alabama loss from the concurrent fund was made. Rick Kalk, SC, seconded the motion.

Discussion as to whether the Policy Committee Manual covered this issue was raised. After several amendments were made in an attempt to address current policy, the motion was withdrawn.

Rick Kalk moved that Region II remit a $1,000 planning loan to Alabama retroactively as a downpayment and to allow the Committee until the next meeting at the VISION conference to adequately review the existing and guiding policies. No second was received so the motion was withdrawn.

Brantley Murphy, NC, moved that Region II pays the Alabama hotel attrition costs of $4,355 from the Designated Fund. Rick Kalk, SC, seconded the motion.

Elizabeth Bullock, KY, asked would there by policy action by Vision meeting to address this situation and could we cite any exact policy at this time directing use of the Designated Fund. Rick Kalk, SC, noted that per the 2012 manual and the updates approved in 11/2015 that Designated Fund “use is at the discretion of the Policy Committee.” Motion passed without dissent.

**New Business**

In the new business items, due to the length of discussion on the Alabama request, Brian Law asked that the Bylaw and Policy Review Committee focus on items 1 – Region II support for the state hosting annual conference and 3 – Policy on requests for payment.

After a five minute recess, the Committee heard about a proposed agreement with Region II and ACTE for future even year conferences to be held in conjunction with Best Practices to help Region II attendance and financial burdens. This would occur next in Louisville, KY in 2018. The discussion also covered the financial arrangement with a defined rate of contribution to Region II to be established. This year’s conference will send half of the Region II Conference proceeds to the Region and the balance to ACTE in recognition of the coordination from the national office. There will be more discussion on this at Vision in Las Vegas.

Kim Orrick, GA

Michael Connet provided an update on activities of the Association on the national level, including reporting on the growth in membership between the just concluded FY16 fiscal year and the prior year, new grant funding for the creation of a course for CTE Administrators, efforts for VISION 2016 to be held November 30-December 3 in Las Vegas, review of other upcoming VISION cities/years and information on a CTE Scholarship from the Horatio Alger Association. He concluded his remarks with a request for PCM members to visit with/thank the exhibitors for being at the conference.

**Conclusion**

Due to the lengthy discussions around the Old Business, the Strategic Planning Exercise was postponed to Vision and there was a quick review of upcoming dates for Vision, NPS, and next year’s Region II Conference at Jekyll Island, GA.

Elizabeth Bullock, KY, moved to adjourn. Brantley Murphy, NC, seconded. Motion passed. Meeting adjourned at 6:25 pm.

Submitted,

Jon Frye, Tennessee

Approved November 30, 2016 @ Las Vegas, NV