

**IACTE Board of Directors Meeting**  
**Thursday September 19, 2013**  
Conference Call 7-8 am

**Attendance & Introductions (Dana Lampe)**

Dana Lampe, President; Dave Bunting, Executive Director; Diane Cornilsen, 1<sup>st</sup> VP; Deb Throne, Secretary; Barb Lemmer, Agriculture; Kathy Larson, Business; Kayla Pins Family & Consumer Science; Tom O'Shea, Health; Greg Kepner, Industrial Technology; Karen Swanson, Past President; Del Hoover, DE Liaison;

**Approval of Minutes from Previous Board Meeting**

Dana called for a motion to approve the August Board meeting minutes. Karen made the motion with a second from Tom. No discussion. Motion carried with a unanimous vote.

**Iowa Department of Education Liaison**

Dana welcomed Del Hoover to the board. Del will be replacing Kelli Diemer as the liaison to this board beginning immediately.

**Program of Work Committee Reports**

Audit Review Committee Report – Dave Bunting shared that everything needed to conduct the audit for IACTE treasury has been sent. The records were due October 1.

Awards & Scholarships Committee – No report as the members have not begun work. Dave suggested we keep in line with the ACTE awards alignment. We really want nominees from every division.

Conference Planning Committee Report – Diane is waiting for responses from affiliates on their interest in joining IACTE in late September or October. Tom (Health) indicated they have met and they are on board for this idea. If the affiliates could look at the minutes from the last meeting and report back, it would be helpful to the planning committee. Tom said they will work hard to get their numbers up to 150-member participation. Please see the minutes for further clarification from the last meeting. Diane would like to make a decision soon to secure a venue.

Membership Committee – Dana will send a message to all our members next week, and she will work with Sandy Warning on making sure IACTE has all the members in our database. She also stated a need to touch base with the Guidance affiliate for their membership list to get them more involved.

IACTE has an exhibitor opportunity for the May 2014 Iowa Association of School Boards Conference which may be pricey for an exhibit. So, we might have to revisit whether we also exhibit at the SAI conference and rotate exhibiting at the two conferences. Dave thought our presence at the SAI was phenomenal and would love to continue with this conference. He also

thinks the School Counselors affiliate conference would be another key audience. Dana will research the Iowa School Counselors Conference date.

Policy Development Committee – This committee consists of Dana Lampe, Dave Bunting, Nicky Cline, and the 2<sup>nd</sup> Vice President. Dana asked Del to consult with Kelli Diemer as to what is expected of him as a liaison to this group. Del will touch base with Mike Cormack and Jeremy Varner on any upcoming items this group needs to be aware of. Dave feels we need to review our policy manual once again.

Another goal is to make sure we are on track with the National Policy Seminar. IACTE needs to make sure the new rotation is posted to the website this next week. Dana will also send out a call for affiliates to start thinking about representation.

A date needs to be set with CTSO's to identify what they are already doing, so we can visit the Iowa Capitol.

Communications Committee – The new website is up and running. Dana asked that the Program of Work be placed on the website. Dana will notify all members of IACTE with an update of our new email address <https://www.acteonline.org/iowa/>. This board would like to see more bolded items on the website. In addition, it was asked if the old website URL can redirect inquiries to the new website. Deb will look into this item and report back.

Nominating Committee – We need to fill three key positions at this time; 2<sup>nd</sup> Vice President for this year, 2<sup>nd</sup> Vice President for next year, and an Executive Director as Dave Bunting would like to retire.

ACTE Quality Association Committee (Ad hoc) – Dana and Dave will set up a meeting date and go through the application for the ACTE Quality Association Award. Dave has already started this process. They hope to meet next week.

### **Affiliate Reports**

Agriculture – Next meeting is scheduled for September 28.

Business – A strategic planning session is scheduled for October 5.

Family & Consumer Sciences – Mary Ann Adams has retired from the Iowa Department of Education. The 2014 FACS Conference is going to move forward but will look to join the IACTE Unified Conference beginning in 2015.

Health – This affiliate held their meeting on September 10. Their new website is up and running at [www.iowahealthed.org](http://www.iowahealthed.org).

Industrial Technology – No report.

Executive Director – No report.

**New Business**

Diane would like a revised budget update after all final conference numbers. Dana will contact Sandy Warning and ask her to provide an updated report.

**Next meeting will be in October 17 at 7:00 am via conference call.**

**8:00 a.m. Adjournment**

A call for a motion to adjourn was made. A motion to adjourn was made by Diane with a second by Greg. No discussion; motion carried.

*Respectfully submitted*  
*Deb Throne, Secretary*