



MINUTES
NDACTE General Membership Meeting
Tuesday, August 9, 2021, 7:30 – 8:00 AM
Prairie Rose Room 105, Bismarck Event Center, Bismarck, ND

- I. Call to Order—Alison Orgaard, President called the meeting to order at 7:31 am
II. Introduction of Board - Alison Orgaard, President

Board Members Present: Alison Orgaard, Holly Strand-Rysgaard, William Fritz, Tana Erbes, Christa Brodina, Bryan Stastny, Dustin Martin, Joan Birdsell, Karlee Benth, Jill Quinlivan, Desiree Severance, Laurie Salander, Wayde Sick, Eric Ripley, Danielle Luebke, and Carla Hixson.

Board Members Absent: Andrea Benson, Mary Anderson, and Kelly Pierce.

An additional 50 NDACTE members were in attendance.

- III. Review of Annual Report – Carla Hixson
1) Minutes from August 10, 2021 - Annual Membership Meeting and 2021-2022 Annual Report available at acteonline.org/ND and at NDACTE.com (resources)
2) 2021-2022 Membership – Membership report June 2021 we had 304 members to and June 2022 we had 336 members (32 members increase at 10 1/2 %)
3) Financial Report –

Table with 3 columns: Account Name, Date, and Amount. Rows include Checking Account - FCCU, Region V Savings Account FCCU, and Edward Jones Investment Account.

Total Revenue: July 1, 2021 – June 30, 2022, is \$11,559.25 with a FY budget of \$12,250.00
Total Expenses: July 1, 2021 – June 30, 2022, is \$ 10,248.46 with a FY budget of \$22,923.96
Fiscal Year gain of \$1,487.79

MOTION: Bryan Stastny motioned and Joan Birdsell second the motion to approve the Executive Directors Annual Report. Motion approved.

MOTION: Tana Erbes motioned and Bryan Stastny second the motion to approve the Executive Directors Annual Financial Report. Motion approved.

- IV. Standing Committee Report
1) Legislative – Wayde Sick
ND legislative update we are in the process of submitting our budget. Priority is budgeting for cost to continue and 2nd priority for new and expanding programs. Other priority is work base learning coordinators financial support. Federal level – congress looking to increase Perkins dollars.
2) Resolutions – Holly Strand-Rysgaard
Resolution #1

Whereas, Ms. Alison Orgaard has provided outstanding leadership and guidance to NDACTE and faithfully and with honor and integrity served as NDACTE president this past year. Therefore, be it resolved that Ms. Orgaard be formally acknowledged and extended profound appreciation for her years of service to NDACTE.

Be it further resolved that a copy of this resolution be presented to Ms. Alison Orgaard as token of our respect.

Recommendation: Do Pass

Resolution #2

Whereas, The ND Department of CTE staff have planned and organized a professional development conference for career and technical education professionals for over 50 years. The staff have been great partners in preparing for the NDACTE portions of PDC providing the communication and flexibility in scheduling.

Therefore, be it resolved that the ND Department of CTE staff be commended for their longevity in providing beneficial professional learning and their partnership with NDACTE.

Be it further resolved that a copy of this resolution be presented to Wayne Sick as token of our respect.

Recommendation: Do Pass

Resolution #3

Whereas, Ms. Carla Hixson has always been mindful of the interests of NDACTE and has worked diligently to advance the Association as NDACTE Executive Director. Her knowledge and expertise have provided great leadership to the NDACTE Board of Directors.

Therefore, be it resolved that Ms. Hixson be formally acknowledged and extended profound appreciation for her leadership of NDACTE.

Be it further resolved that a copy of this resolution be presented to Ms. Carla Hixson as token of our respect.

Recommendation: Do Pass

3) Nominations – William Fritz

Gabes Kieffer accepted nomination to run for VP.

Gabes Kieffer introduced herself to those present, she is the current Ag teacher at Mayville and started the program there in 2019, she is going into her 5th of teaching.

4) Policies – William Fritz

Carla Hixson and William Fritz met with a zoom meeting to update the By-Laws of the NDACTE. The following items are the recommendations for the By-Laws

1. Article 5, Section B- Eliminate divisional membership minimums. If a division falls below ten, they can still have representation on the committee

2. Article 6, Section C- Eliminate the Newsletter Editor- Responsibilities moved to Executive Director and Marketing committee

3. Article 7, Section A-6- Eliminate the Newsletter Editor

4. Article 12 Section A-3- Legislative committee chair no longer the past president, now the president
Submitted by William Fritz

5) Audit Report – Tana Erbes

The audit committee met with Carla Hixson to review the 2021-2022 financial activities and records of NDACTE. The following materials were reviewed: NDACTE Financial account balances, NDACTE Budget format, financial records including the financial report; the year-to-date balance sheet, and the year-to-date statement of receipts and expenditures, a list of current NDACTE members and filing of IRS Tax

Exempt Status. The Audit Committee found that financial reports were accurate and in order. The financial information was clear, organized, and easy to understand for executive committee members and NDACTE members.

V. Ad Hoc Committee Reports

- 1) Newsletter – Carla Hixson
NDACTE has been submitting articles to be published inside the ND CTE Monthly Newsletter and will continue with this method next year.
- 2) Public Relations/Marketing – Laurie Salander – no report
- 3) Membership – William Fritz
Membership Drawings will be on Sept 1 – 6 \$50 gift cards
New Member Incentives – William Fritz - \$35 Member Sign up incentive (forms available at the NDACTE Booth and on PDC Website). Drawing \$35 referral for 10 members who recruit new members.
Encourage to pay on line at ACTE site, easy and no credit card processing fee
- 4) NDACTE Awards – Danielle Luebke
3 winners at Region V and are going on to the national level
- 5) CTE Reception – Alison Orgaard
No Report
- 6) ACTE Convention – William Fritz
Vision Conference will be in December
- 7) Region V Planning Committee – Alison Orgaard
2023 April 13-15 at Delta Hotel, Fargo, ND - handout

VI. Unfinished Business

- 1) Vote on updates to By-laws –

MOTION to approve the proposed By-Laws was made by Christa Brodina and second by Bryan Stastny, motion approved by over $\frac{3}{4}$ vote of members present.

VII. New Business

- 1) Resolutions – Holly Strand- Rysgaard

MOTION to approve the 3 resolutions as presented made by Tana Erbes, second by Bryan Stastny, motion carried.

- 2) Vice President Election – William Fritz

William Fritz nominated Gabes Kieffer for Vice President, Joan Birdsell Second the nomination.

MOTION to cease nominations and cast a unanimous ballot for Gabes Kieffer to serve as the 2022-2023 Vice President for NDACTE made by Cari Wertz and Desiree Severance second the motion, motion approved.

- 3) Audit Report - **MOTION** to approve the audit report made by Bryan Stastny and second by Joan Birdsell, motion approved.

VIII. Passing of the Gavel –Alison Orgaard to William Fritz

William Fritz presented a plaque to Alison Orgaard acknowledging her outstanding work and service to NDACTE.

IX. Announcements

- CTE Learn – William Fritz

CTE Learn courses are designed for you there is a brochure with more information available in the NDACTE booth. CTE Learn offers over 150 free or fee-based courses that focus on effective and proven teaching and leading strategies, the courses focus on practical strategies and techniques that participants can apply right away. To view credit courses and free resources go to ND CTE Learn's website at <https://nd.ctelearn.org/> Valley City State University will grant 1 continuing education credit for the completion of 4 fee-based courses or the completion of 12 free courses.

- Introduction of Steve DeWitt from ACTE national office.

X. Adjournment

Bryan Stastny motioned and Desi Severance second motion to adjourn. Meeting closed at 7:55 am.