

SkillsUSA Advisor Minutes – July 15, 2014
Brody Hall MSU, East Lansing, Michigan

1. Call To Order – The meeting was called to order by Lawrence Neely at 9:05AM.

2. Introductions – Those in attendance were: Lawrence Neely, Linda Ward, Rosa Williams, Tom Grindem, Patty Fox, Russell Chessin, Dave Urlaub, Julie Ivan, John Partridge, Marv Argersinger, Tammy Brown, David Wait, Dana Hughes, Zena Lowe and Kathy Dardas.

3. Approval of the Minutes – Minutes taken from the State Leadership Conference on April 12, 2014 were approved. A motion was made by John Partridge. Julie Ivan seconded. Minutes were approved.

4. Treasurer's Report – Tammy Brown gave the Treasurer's report. There were two pieces of activity. \$522.00 was received for the 2013-2014 Professional members (\$1.00 each) and spirit items for the National convention totaled \$313.09.

5. Budget Report – Dave Wait gave the Budget report. Reference page 3-5 of packet.

a) Review Expense & Revenue Statement

Dave reported that Endowment drew interest on Development. Revenue statement did not meet projections; there was a loss of approximately \$19,000. SkillsUSA MI will receive approx. \$5, 000 from EMU.

State conference costs were covered, however sponsorships were down this year. Attendance at the State conference was down due to Spring Break for some schools. National attendance was down also.

Dave Urlaub asked if it is normal to be in red two years in a row, Dave responded not normally.

There have been high expectations for the past two years, could amend that raising fees and cutting costs. The budget committee will meet following our meeting to look into cost and hopefully adjust so to stop negative deficits.

6. Director's Report – Tammy Brown gave the Director's report, page 7 of packet.

a) 2014 State Conference: Annual comparison of 2013 and 2014 was provided.

b) 2014 National Conference: 17 medals for Michigan Competitors, we were 19th in medal count. Page 6 in packet. The 2015 National Conference will be the last full week in June (Monday-Saturday). Travel will be by bus.

c) 2013-2014 Membership Stats: A directory was passed around to verify school information. All lead advisors will receive a copy in the fall. We are 21st overall with membership at the National level. Page 9-11 in packet.

d) 2014-2015 Calendar: A tentative calendar was provided if there are concerns or questions please get them to Tammy page 12 in packet.

e) Michigan Constitution: Approved at the State Conference in April, 2014. President Elect does need to have one year on council. A lead advisor checklist (page 13 in packet) is provided, please double

check and provide input if there should be any changes. Dave Waite suggested due dates be the same each year and make reference to the calendar. Page 11 in packet

7. Regional Reports:

- a) Region 1 – Cindi Agge, Mark LaFollette: No report
- b) Region 2E – Tom Grindem, Brad Pollum: Tom shared that 2E is financially solvent. They have kept fees at \$15.00, which has allowed them to cover all costs and even had an increase in membership. Their regional fees are \$600-700.00.
- c) Region 2W – Patty Fox, Russell Chessin: Patty is the Sr. Rep. Their regional dues are \$10.00. Several schools do not pay regional fees unless the student advances to States.
- d) Region 3 – Dave Urlaub, Julie Ivan: Dave shared that some contests are more expensive than others. Most all of regional contests are held at Delta College. The only costs are food service through Delta.
- e) Region 4 – UP Tammy shared due to weather issues their regional was held on March 21 at Bay College. Bay College may be starting a chapter.
- f) Region 5 – John Partridge, David Mackey: John reported that their fee is \$15.00. They will be holding a Regional advisor meeting set tentatively for 2nd week in Nov. They are focusing on new instructors and new chapters.

8. Unfinished Business: no unfinished business

9. New Business

- a) Student Contact and Adult Behavior: Tammy Brown discussed student contact and adult behavior. Dave W. suggested local school district will have the say in if they would like to have individuals participate in their Regional competitions. It is necessary that all Advisors sign the Code of Conduct.
- b) Technical Committee Members: Advisors on Technical committees are required to bring in Business/Industry member. Dave shared there are a number of committees that are made up only of teachers. Dave U. asked if number of B/I has increased? The answer was yes.
A motion was made that Chair of Contests did not need a business/industry member to be the Chair. Discussion ensued. Contest coordinator and Chair should attend meeting. They do not have to have B/I. Motion passed.
- c) Fall Leadership Conference – November 5, 2014 Tammy shared an opportunity from the National Office RE: training for advisors. There is a minimum of 20 teacher needed and would cost \$25.00 for 3.5 hours. Advisors would pay the cost for the conference plus the training cost. John P. stated most of us are already doing this in our programs. Julie shared that many would be coming from schools that are financially struggling and this would not be feasible. This will not be offered at the Fall Leadership conference.
Possible topics to have for Advisors at the Fall Leadership: Cross walking with Dana, STEM: skills and strategies workshop for integrating Excellence in the Classroom, Employability – Ready to work teaching the Soft skills in the Classroom.

d) Regional Competitions: FYI amended with new dates. Dave W. is looking at numbers. When providing information could numbers and names be provided to the State? Dave U. this is information that can easily be taken from the Regional Registration forms and provide. Pages 46-51 in packet.

e) State Conference

i. State Conference Feedback

ii. Keynote Speaker Suggestions: Dave U. shared that as advisor of 80 students, the message that speaker shared was not what wanted students to hear. This speaker sets the tone and though students did like, principal and other advisors did not think appropriate Dave W. and Tammy shared that the budget for social could be reduced to \$500.00 and money could be put in to speaker budget. Tammy apologized for the speaker.

iii. Saturday Social: Tammy suggested a Hockey game for the Saturday social. Schools would purchase tickets when registering for conference.

iv. Proposed Contest Changes

1. Drop –

a. Building Maintenance: there have been zero competitors in last two year.

b. Sheet Metal: numbers are down, however instructors are returning

c. Web Design: numbers are down here also

2. Add –

a. Digital Cinema Production: students would create a movie

There was discussion about options for students to join multiple CTSO's. This was discussed at the CTSO's State Directors Meeting. The door is open for students to participate in their primary CTSO (which they must be a member) and an additional CTSO.

Dave U. motioned to drop Building Maintenance and Sheet Metal. John P. Seconded. Vote Motion passed.

Dave U. motioned to add digital cinema production. John P seconded. Vote, Motion passed.

v. Proposed future dates: Tammy provided dates for next 8 years. Discussion was held and Tammy will sign a contract with Amway Grand for next two year and to hold dates in pencil for remaining years.

f. National conference:

i. 2015 NLSC in Louisville, KY - MI will be staying at the Galt House. Contests will be held in the Louisville Exhibition Center, which is large enough for all contests to be held in same building. TECHSPO will be by cluster and there will be pockets of TECHSPO throughout the contest site.

1. Travel Agent: do we want to use same travel agent? Reference pg. 59 of Advisor packet.

Or would we like to change? Discussion ensued. The Day of contest breakfast: what are the options? We did not want to have to wait in line. Like the fact can get in/get out. Could we pair with other states for lower costs? Travelwize customer service has not been there the last few years. Since we are taking bus, do we need? Julie Ivan suggested looking in to using a Michigan travel agent. What are the hospitality costs for students? Need to get an agent that accepts credit cards. Would they provide vouchers? For meals, etc...

2. Go a Day Early: Since this is the first year in Kentucky, they are suggesting going a day early to Louisville and exploring the city to get bearings.

ii. Pave your Way into History Brick: Tammy shared that the National office is holding a fundraiser. Chapters, States could purchase bricks that will line walkway in to National office. Discussion was held and as a State Advisory board we will not be purchasing brick.

10. **Committee Reports:** none

11. **Next Meeting**

a) Advisor Council Meeting - October 28, 2014 – Grand Rapids

b) Technical Committee Meeting – October 29, 2014 – Grand Rapids

12. **Adjournment** meeting adjourned at 12:20PM.

Respectfully submitted by Kathy Dardas.