



MINUTES
NEVADA ASSOCIATION OF SKILLSUSA
SPECIAL BOARD MEETING
TELECONFERENCE ONLY
JULY 29, 2020

July 29, 2020

Roll Call: Members Present

Members Present via Conference

Denise Burton, Member
Tim Conley, President
Tristan Hays, Member
Joshua Hartzong, Member
Scott Holcomb, Member
Chase Johnson, Member
Robert Lovino, Member
Matt Mayhood, Secretary
Justin Munson, Member
Sindie Read, State Director
Dana Ryan, Member
Fred Wright, Member

Members Absent

Rodney Ball, Member
Sandra Harmony, Member
Alvin (Lee) Roberts, Member
Eric Stakley, Member

Guests Present

None

Meeting called to order at 9:08 A.M. P.T.

Visual roll call was taken via teleconference platform.



MINUTES
NEVADA ASSOCIATION OF SKILLSUSA
SPECIAL BOARD MEETING

APPROVAL OF MEETING AGENDA

Move to amend agenda with modifications.

MOTION: HAYS SECOND: FRED VOTE: UNANIMOUS

APPROVAL OF THE JANUARY 11, 2020 MEETING MINUTES, MARCH 12, 2020 SPECIAL MEETING MINUTES, AND MARCH 14, 2020 SPECIAL MEETING MINUTES, WITH THE NAME CORRECTION TO JANUARY 11, 2020 MEETING MINUTES.

MOTION: HOLCOMB SECOND: MAYHOOD VOTE: UNANIMOUS

UPDATE OF BOARD MEMBER STATUS AND TERMS OF OFFICE

Business & Industry Member Sandra Harmony has resigned from the Board of Directors.

We may need new Business & Industry representatives on the Board as result of the resignation of a member.

Matt Mayhood and Rodney Ball terms both expire in Region 4 in January. A discussion occurred regarding communicating with advisors during Clark County School District's remote learning plan. Two positions are up in Region 4, so it may be difficult to fill positions. A decision was made to run the elections as normal, if we encounter issues, a decision will be made at the next board meeting.

FY'20 OPERATION BUDGET REPORT (ATTACHMENT)

We had 1,168 students indicate participation in the State Conference.

Carson High School requested a cash refund for their participation in the State Conference. A decision was made to follow established Board Policy and process the refund as a refund to the SkillsUSA Store.



MINUTES
NEVADA ASSOCIATION OF SKILLSUSA
SPECIAL BOARD MEETING

A discussion occurred and a decision occurred regarding how to refund money from the state conference in 2020. (Attachment) The original plan was to purchase patches and pins for participants. However, the SkillsUSA Store is on backorder for many items. Options were given to simply refund the entire amount, or to continue to purchase pins and patches and refund the difference. The decision was made to refund the entire amount to the schools and not purchase on behalf of the programs.

Reno Convention Center charged us \$7,700 for facilities in 2020, however, they will carry that over to the next year.

REVIEW OF FINANCIAL STATUS - GRANT FUNDS

SkillsUSA Nevada is still in a “holding pattern” regarding grant disbursement. Ms. Burton says money that was approved was grant allocations. Modification requests went out to districts during the week of July 20. Ms. Burton received communication from her supervisors indicating that everything is approved but holding.

Mr. Hays requested additional information regarding the additional funding from the State that was discussed in January. Ms. Read clarified how our spending works since we spend and then, essentially, request a refund at the end of our fiscal year whereas other organizations receive money and then spend.

APPROVAL OF FY'21 OPERATING BUDGET

The State of Nevada has suggested that we consider postponing our Leadership Conference. Both Clark County School District and Washoe County School District are reallocating their bus budgets. A discussion occurred regarding regional contests leading to state conferences and the possibility of not being able to participate. Both districts are holding on to registration fees for the state conference. Washoe County is looking at cutting travel money from their budget to meet the request to cut budgets by the state.



MINUTES
NEVADA ASSOCIATION OF SKILLSUSA
SPECIAL BOARD MEETING

MOTION TO APPROVE THE FY 2021 OPERATING BUDGET

MOTION: RYAN SECOND: WRIGHT VOTE: UNANIMOUS

REVIEW OF STATE CONFERENCE - PARTICIPATION

We had 1,509 students signed up for the in-person State Conference. We ended up with 1,168 who remained registered for the virtual conference.

Ms. Read said we need to be prepared for a virtual conference in 2021. We need to do more outreach to ensure we are reaching students since there was so much confusion with the changes as a result of COVID-19.

Mr. Mayhood suggested creating a mailing list for students and thanked Mya Ryan, Coleen Read, Sindie Read and Dana Ryan for their diligent work with regard to the Virtual State Conference.

Ms. Ryan indicated her appreciation of Mr. Mayhood.

Ms. Read inquired as to mailing conference t-shirts to schools and whether they will be received during remote learning. The general consensus was that we send them with signature confirmation, beyond that is the responsibility of the school. We will send shirts at the start of the school year.

FALL LEADERSHIP CONFERENCE 2020, REGIONAL CONTEST 2021 &
STATE CONFERENCE 2021

The National Office is creating a fall leadership at the national level that our students may be able to participate in virtually. The national office will release details on July 30, 2020. The National Office will charge a small fee to participate. We do not know how much that will cost. Washoe County will not be paying for registration for this activity.

The Board will decide on the Leadership Conference after the National Office releases their plan.



MINUTES
NEVADA ASSOCIATION OF SKILLSUSA
SPECIAL BOARD MEETING

Ms. Read suggested that we consider cancelling Regional Conferences. But this will be determined during our October meeting.

ESTABLISHING STATE RULES FOR T-SHIRT/PIN DESIGN CONTEST

Ms. Read said the entries did not encompass the entire state. As a result, we need to outline rules that ensure that entries represent the entire state.

Mr. Lovino has volunteered to be on the committee.

Ms. Read has volunteered to be on the committee.

MOTION TO CREATE A COMMITTEE TO EXPLORE RULE CHANGES TO T-SHIRT AND PIN DESIGN.

MOTION: MAYHOOD SECOND: LOVINO VOTE: UNANIMOUS

ADD NEW STATE CONTEST

We have not received any requests for new state contests. Ms. Read suggested we do not add any contests since our state conference is not set yet.

WASHINGTON LEADERSHIP TRAINING INSTITUTE (WLTi) FOR STATE OFFICERS

WLTi is not being held in its traditional form this year. Ms. Read would like to take the entire Officer Team on this trip which is tentatively scheduled for February.

MOTION TO ALLOCATE FUNDS FOR THE ENTIRE STATE OFFICER TEAM TO WLTi IN FEBRUARY, IF PERMITTED TO DO SO BY STATE AND DISTRICT REGULATIONS.

MOTION: HOLCOMB SECOND: WRIGHT VOTE: UNANIMOUS

POSITIONS/CONTRACTS



MINUTES
NEVADA ASSOCIATION OF SKILLSUSA
SPECIAL BOARD MEETING

Ms. Read would like to hire a Social Media Manager to manage our online image. Ms. Conley advised the Board that Ms. Read hires the employee, however, the Board of Directors has to create the position.

MOTION TO ADD A SOCIAL MEDIA MANAGER POSITION.

MOTION: HARTZOG SECOND: HOLCOMB

VOTE: UNANIMOUS, 1 Abstain (Ryan)

The Board of Directors has to vote to renew the contract with Sindie Read as State Director and Treasurer.

Ms. Read says she is happy to continue to serve as she is the Region V Representative to the National Board.

Ms. Read left the virtual meeting at 10:43 a.m.

Mr. Mayhood says Ms. Read has done an outstanding job at the helm during our closures. Mr. Wright concurred.

Mr. Munson praised Ms. Read for reaching out to the smaller schools and districts.

MOTION TO RENEW SINDIE READ AS THE STATE DIRECTOR UNTIL 2022.

MOTION: LOVINO SECOND: JOHNSON VOTE: UNANIMOUS

Ms. Read rejoined the meeting at 10:46 a.m.

Fall Meeting

MOTION TO HOLD A VIRTUAL FALL MEETING ON WEDNESDAY, OCTOBER 14, 2020 at 4:00 P.M. P.T.

MOTION: MAYHOOD SECOND: WRIGHT VOTE: UNANIMOUS



MINUTES
NEVADA ASSOCIATION OF SKILLSUSA
SPECIAL BOARD MEETING

Other Business

MOTION TO CHANGE BOARD POLICY 320 TO READ: IN COMPLIANCE WITH FEDERAL, STATE AND LOCAL RULES, LAWS AND REGULATIONS, THE NEVADA ASSOCIATION OF SKILLSUSA DOES NOT KNOWINGLY DISCRIMINATE AGAINST ANY PERSON ON THE BASIS OF RACE, CREED/RELIGION, COLOR, NATIONAL OR ETHNIC ORIGIN, SEX, GENDER IDENTITY OR EXPRESSION, SEXUAL ORIENTATION, DISABILITY, MARITAL STATUS OR AGE, IN ADMISSION OR ACCESS TO, TREATMENT OR EMPLOYMENT IN, OR PARTICIPATION IN ITS PROGRAMS AND ACTIVITIES.

MOTION: MAYHOOD SECOND: HOLCOMB VOTE: UNANIMOUS

Meeting Adjourned at 10:56 a.m.

MOTION: WRIGHT SECOND: RYAN VOTE:
UNANIMOUS

**Nevada Association of SkillsUSA
Preliminary FY'20 Operating Budget**

REVENUE

Revenue	<u>FY'20 Budget</u>	<u>FY'20 Actual</u>
Membership Dues	\$25,000.00	\$ 23,980.78
Sales	\$4,000.00	\$ 2,255.00
Gifts, Grants, Etc.		
• State CTSO Fund	\$17,833.00	\$ 17,833.00
• Federal/State Lead.	\$22,167.00	\$ 22,167.00
Funds		
• Scholarships/Other Grants	\$4,000.00	
Other Contributions	0	
Registration Income		
• Leadership Conference	\$15,000.00	\$ 13,680.00
• Regional Contests	\$3,200.00	\$ 4,381.00
• State Conference	\$144,150.00	\$ 133,727.35
• NLSC	\$20,000.00	\$ 6,203.00
Other Income	\$0	\$ 100.00
Interest Income	\$0	
Total Revenue	\$255,350.00	\$224,327.13

Notes:

EXPENDITURES

Expenses	<u>FY'20 Budget</u>	<u>FY'20 Actual</u>
Salaries	\$0	\$
General Supplies	\$1100.00	\$ 7,885.16
Postage	\$150.00	\$ 5,541.98
Travel	--	
• St. officer/advisor travel	\$25,700.00	\$ 15,049.15
• Board travel	\$11,000.00	\$ 6,154.57
Printing	\$2,000.00	
Coord Contracts – Grants	\$22,167.00	\$ 22,167.00
Coord Contrasts - Remainder	\$18,833.00	\$ 12,583.00
Conferences	--	
CTSO Leadership Summit	*0	
Leadership Conference	--	
• Supplies	\$7,200.00	\$ 2,254.20
• Speakers	\$3,000.00	\$ 3,500.00
• Facilities	\$9,000.00	\$ 1,539.00
• Audio-Visual Equip.	\$450.00	\$ 5,310.00
• Catering Expense	\$5,000.00	
• Entertainment	\$500.00	
Regional Contests	--	
• Supplies	\$3,500.00	\$ 2,248.21
• Host Site Payments	\$500.00	
State Conference	--	
• Supplies (contest, other)	\$18,000.00	\$ 6,757.98
• Speakers	0	
• Facilities – Grant	\$9,833.00	\$ 7,700.00
• Facilities – Remainder	\$17,167.00	
• Audio-Visual, Set-Up	0	
• Food Service	\$1,400.00	\$ 375.00
• Conference Social	\$14,000.00	
• Electrical Grant	\$8,000.00	
• Electrical/Decorating	\$7,000.00	

• Security	\$3,500.00	
• Travel	\$2,000.00	
• First aid services	\$700.00	
• Communications	\$500.00	
• T-Shirts	\$5,000.00	\$ 8,490.00
• State Patriation Award	0	\$ 93,440.00
• Other	\$3,000.00	\$ 645.88
NLSC	--	
• Conference Registration	\$19,500.00	
• Hotel Rooms/Travel	\$17,000.00	
• Catering & A/V	\$0	
• Misc. Expenses	\$3,800.00	\$ 1,436.00
Association Fees/Insurance	\$6,350.00	
Sales Expense	\$2,500.00	
Scholarship Disbursements	\$4,000.00	\$ 1,000.00
Equipment	0	
Other Expenses	\$2,000.00	\$ 250.00
Total Expenses	\$255,350.00	\$204,327.13

Notes:

Bank Balance at 6-30-20 is \$229,500.03

**Nevada Association of SkillsUSA
Preliminary FY'21 Operating Budget**

REVENUE

Revenue	<u>FY'21 Budget</u>	<u>FY'21 Actual</u>
Membership Dues	\$ 25,000.00	
Sales	\$ 4,000.00	
Gifts, Grants, Etc.		
• State CTSO Fund	0	
• Federal/State Lead.	\$ 7,333.33	
Funds		
• Scholarships/Other Grants	0	
Other Contributions	0	
Registration Income		
• Leadership Conference	\$ 5,000.00	
• Regional Contests	\$ 3,500.00	
• State Conference	\$145,277.67	
• NLSC	\$ 38,500.00	
Other Income	\$0	
Interest Income	\$0	
Total Revenue	\$228,611.00	

Notes:

EXPENDITURES

Expenses	<u>FY'21 Budget</u>	<u>FY'21 Actual</u>
Salaries	\$0	
General Supplies	\$ 1,100.00	
Postage	\$ 150.00	
Travel	--	
• St. officer/advisor travel	\$ 25,700.00	
• Board travel	\$ 11,000.00	
Printing	\$ 500.00	
Coord Contracts – Grants	\$ 7,333.33	
Coord Contrasts - Remainder	\$ 36,077.67	
Conferences		
Leadership Conference	--	
• Supplies	\$ 5,000.00	
• Speakers	0	
• Facilities	0	
• Audio-Visual Equip.	0	
• Catering Expense	0	
• Entertainment	0	
Regional Contests	--	
• Supplies	\$ 1,000.00	
• Host Site Payments	\$ 500.00	
State Conference	--	
• Supplies (contest, other)	\$ 10,000.00	
• Speakers	0	
• Facilities	\$ 27,000.00	
• Audio-Visual, Set-Up	0	
• Food Service	\$ 1,400.00	
• Conference Social	\$ 14,000.00	
• Electrical	\$ 15,000.00	
• Security	\$ 3,500.00	
• Travel	\$ 2,000.00	
• First aid services	\$ 700.00	

• Communications	\$ 500.00
• T-Shirts	\$ 5,000.00
• State Patriation Award	0
• Other	\$ 1,000.00
NLSC	--
• Conference Registration	\$ 19,500.00
• Hotel Rooms/Travel	\$ 17,000.00
• Catering & A/V	0
• Misc. Expenses	\$ 3,800.00
Association Fees/Insurance	\$ 6,350.00
Software	\$ 5,000.00
Sales Expense	\$ 2,500.00
Scholarship Disbursements	\$ 4,000.00
Equipment	0
Other Expenses	\$ 2,000.00
Total Expenses	\$228,611.00

Notes:

School Name	Number of Registered	X \$80	Amount
Academy of Arts, Careers & Technology	86	\$ 80.00	\$ 6,880.00
Albert Lowry High School	24	\$ 80.00	\$ 1,920.00
Arbor View High School	9	\$ 80.00	\$ 720.00
Beatty High School	8	\$ 80.00	\$ 640.00
Carlin High School	10	\$ 80.00	\$ 800.00
Carson High School	42	\$ 80.00	\$ 3,360.00
Churchill County High School	24	\$ 80.00	\$ 1,920.00
Dayton Valley High School	7	\$ 80.00	\$ 560.00
Desert Oasis High School	27	\$ 80.00	\$ 2,160.00
Desert Rose High School & Career Center	53	\$ 80.00	\$ 4,240.00
East Career & Technical Academy	71	\$ 80.00	\$ 5,680.00
Edward C Reed High School	130	\$ 80.00	\$ 10,400.00
Elko High School	4	\$ 80.00	\$ 320.00
Galena High School	7	\$ 80.00	\$ 560.00
Great Basin College	10	\$ 80.00	\$ 800.00
Green Valley High School	20	\$ 80.00	\$ 1,600.00
Las Vegas Academy	59	\$ 80.00	\$ 4,720.00
Lincoln County High School	5	\$ 80.00	\$ 400.00
McQueen High School	16	\$ 80.00	\$ 1,280.00
North Valleys High School	20	\$ 80.00	\$ 1,600.00
Northwest Career & Technology Academy	73	\$ 80.00	\$ 5,840.00
Pinecrest Academy	1	\$ 80.00	\$ 80.00
Procter Hug High School	6	\$ 80.00	\$ 480.00
Rancho High School	13	\$ 80.00	\$ 1,040.00
Reno High School	35	\$ 80.00	\$ 2,800.00
Sierra Nevada Job Corp Center	25	\$ 80.00	\$ 2,000.00
SLAM Academy	19	\$ 80.00	\$ 1,520.00
Southeast Career Technical Academy	162	\$ 80.00	\$ 12,960.00

Spanish Springs High School	50	\$ 80.00	\$ 4,000.00
Sparks High School	12	\$ 80.00	\$ 960.00
Spring Valley High School	20	\$ 80.00	\$ 1,600.00
Sunrise Mountain High School	43	\$ 80.00	\$ 3,440.00
Veterans Tribute Career and Technical Academy	26	\$ 80.00	\$ 2,080.00
West Career & Technical Academy	51	\$ 80.00	\$ 4,080.00
	1168		\$ 93,440.00