

1 **CALIFORNIA FUTURE BUSINESS LEADERS OF AMERICA, INC.**
2 **Board of Directors' Meeting**
3 **MINUTES**
4

Mission Statement:

*To bring business and education together in a positive working relationship
through innovative leadership and career development programs*

5
6 *California FBLA is a nonprofit Benefit Corporation. The Directors named by the Corporator in an*
7 *action by Incorporation executed following filing of the Articles of Incorporation of the Corporation*
8 *as named above, constituting the Board of Directors of this Corporation, held a regularly scheduled*
9 *meeting at the time, the day, and at the place set forth as follows:*
10

11 **DATE:** April 8, 2021 **PLACE:** Via Microsoft Teams Teleconference

12 **ITEM 1: CALL TO ORDER**

13 Chair Chris Gomez called the meeting to order at 5:40 p.m.PT
14

15 **ITEM 2: ATTENDANCE**

16 The following Directors, constituting the Directors named by the Incorporation and a majority of
17 the authorized number of voting Directors (thereby establishing a quorum) of the board, participated
18 in the meeting:

- 19 • Chris Gomez, Chair, Business and Industry Representative
- 20 • Donnette Silva Carter, Vice Chair, Business and Industry Representative
- 21 • Greg Fox, Business and Industry Representative, Secretary
- 22 • Dr. Jamon Peariso, Business and Industry Representative
- 23 • Tamara Mallery, Business and Industry Representative
- 24 • Rohit Ramchandani, Treasurer, Business and Industry Representative
- 25 • Molly Anderson, State Adviser

26
27 Non-Voting Members present (Reporting Staff, Members, Guests):

- 28 • Sue Christensen, Business Manager
- 29 • Melanie Dias, Program & Events Manager
- 30 • Graeme Logie, Bay Section Director
- 31 • Ryan Underwood, TEAMTRI
- 32 • Danielle Tuason, TEAMTRI
- 33 • Glenn Morris, Business and Industry Representative (Board Candidate)

34
35 Absent:

- 36 • Dr. Laurie Looker, State Officers Coordinator
- 37 • Dr. Cary Johnson, Business and Industry Representative
- 38 • Martin Baltierra, Business and Industry Representative

39
40 **ITEM 3: APPROVAL OF THE MINUTES-** Molly Anderson moved and Greg Fox seconded to
41 approve the revised minutes of the March 15, 2021, meeting as presented. *Motion carried*
42 *unanimously*
43
44
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46 **ITEM 4: BUSINESS & INDUSTRY BOARD CANDIDATE REVIEW (GLENN MORRIS)**

- 47 A. **Chris** warmly welcomed **Glenn Morris**, a Business and Industry Board Candidate
- 48 B. **Glenn** introduced himself and provided background on his experiences and his current role
- 49 as CEO of Chamber of Commerce and Visitor Bureau of Economic Development of Santa
- 50 Maria, including his long history associated with CA FBLA and PBL.
- 51 C. **Glenn** expressed his enthusiasm to be considered for the CA FBLA Business and Industry
- 52 Board.
- 53 D. **Chris** noted that **Glenn's** information had been previously circulated to the Board and asked
- 54 if there were any questions for **Glenn**.
- 55 E. Several board members spoke about their support, enthusiasm and recognition of **Glenn's**
- 56 credentials and great fit for the Board, including **Jamon, Greg, Molly** including **Glenn's**
- 57 institutional knowledge and passion for the Program.
- 58 F. **Glenn** mentioned that as **Donnette** reached out, the timing was good to be available to serve
- 59 on the Board. **Glenn** also shared some recent experiences of linking the FBLA students with
- 60 community and business leaders around key focused topics, that have been very beneficial.
- 61 G. **Rohit** asked a question to **Glenn** regarding his availability to serve on the Board. **Glenn**
- 62 responded that his current workload and family conditions allow him to serve and provide
- 63 specific time to the Board efforts, including his current role in the Chamber aligns nicely to
- 64 the CA FBLA mission.
- 65 H. **Chris** spoke of our current CA FBLA transition and asked **Glenn** if he had any specific
- 66 questions to the Board. **Glenn** indicated that he, **Donnette**, and **Molly** had spent some time
- 67 previously to get up to speed on the current issues and didn't have any questions at the
- 68 moment.
- 69 I. **Chris** entertained a motion to consider **Glenn Morris** to become a CA FBLA Board
- 70 member.
- 71 J. **Jamon** made a **motion** to approve **Glenn Morris** as a new CA FBLA Business and Industry
- 72 Board Member. **Molly** **seconded the motion. The motion carried unanimously.**
- 73 K. **Chris** congratulated **Glenn** and invited him to remain for the duration of the Board meeting
- 74 L. **Chris** and **Molly** indicated that **Molly** and **Melanie** would reach-out to **Glenn** to provide
- 75 additional on-boarding materials and orientation information.
- 76

77 **ITEM 5: STATUS OF THE PPP LOAN (SUE CHRISTENSEN)**

- 78 A. **Sue** mentioned that the PPP funding was secured, and we have an additional \$10,000,
- 79 deposited into our account.
- 80 B. She said that the CA FBLA is now all cleared (no longer suspended) from the California
- 81 State Franchise Tax Board and other agencies, and we can apply for key Grants, including
- 82 the Relief Grant (rounds 5 and 6), and as no red flags exist, we expect additional funds to be
- 83 coming forward.
- 84 C. **Sue** mentioned that all looks really good and a more updated report to be coming in May,
- 85 2021, which will be shared during the May Board meeting.
- 86

87 **ITEM 6: TEAMTRI PARTNERSHIP PROPOSAL (RYAN UNDERWOOD & DANIELLE**

88 **TUASON)**

- 89 A. **Chris** indicated that all Board members should have received a copy in advance of the
- 90 meeting to review.
- 91 B. **Ryan** spoke of the need to talk about the process that is ahead for us and that the Board
- 92 should be very comfortable asking questions for additional clarity.
- 93 C. **Ryan** mentioned we are in a blueprint or proposal stage, but still room to refine and revise
- 94 that can be documented and addressed. The next phase would be the Agreement phase, and
- 95 to be sure that all issues are addressed and present a funding proposal for 2020-2021 that is
- 96 neutral but allow for additional increases. The next step would be to look at the accounting

- 97 and financial planning side to look at the overall budget proposal and what that would look
98 like, with the ultimate goal to keep things trim and keep a healthy reserve in place and
99 fortify a strong base and foundation, that allows for succession planning and ongoing
100 operational efficiencies, and which preserves all the good things currently in place.
- 101 D. **Ryan** mentioned that he likes to always begin with the end in mind and that we are correct
102 on the numbers.
- 103 E. **Ryan** shared his screen which showed the “TEAMTRI Proposal – California Association
104 Services and COO Role – Leadership Expertise to Support and Grow Future Business
105 Leaders.”
- 106 F. **Ryan** mentioned that the first part of the proposal shares information about TEAMTRI
107 background, and that he and **Danielle** have strong FBLA roots and much of the proposal
108 reflects their experiences and the importance of business in making the world a better place.
- 109 G. **Danielle** shared that FBLA is home to her and she has great history with many and we share
110 a common passion for the success of the organization and to see what’s next for CA FBLA.
- 111 H. **Ryan** highlighted the Chief Operations Officer role, and the importance of getting clarity
112 around this specific role and how it is unique and different from all other roles, and the role
113 will incorporate strong collaboration and working relationships with all members.
- 114 I. **Ryan** shared how the Association Services approach is rooted in its 6G Model which
115 highlights the six strategic areas (Support Systems, Enthusiasm, Membership, Engagement,
116 Recognition, Capital) for organizations to concentrate, prioritize, and innovate to grow their
117 organization. These 6G areas are the lens by which TEAMTRI looks at things.
- 118 J. **Ryan** spoke of ensuring that there is a complete team model (existing CA FBLA roles with
119 TEAMTRI) and that the policies and procedures reflect this. He shared more specifics
120 related to the Association Manager / COO, Association Governance Support and
121 Membership Development roles. **Ryan** paused to open the dialog up for questions.
- 122 K. **Graeme** responded to how his current role on the Management Team is to be a voice to the
123 Board, but they no longer have the vote, which is a bit uncomfortable. **Graeme** referred to
124 changes in the proposal language between March 31st (hiring of a COO) and the version
125 shared on April 6th (CA FBLA staff to become employees of TEAMTRI) related to the CA
126 FBLA – TEAMTRI partnership, and that it appears that decisions will be made without their
127 consultation, an alarm went off, as this is quite new and never really been talked about
128 before, including the reasoning behind it.
- 129 L. **Graeme** asked if they still have autonomy, even as official members of TEAMTRI and he
130 said that there may be some things that we don’t know what we have signed up for. He
131 shared that there are concerns about making this transition without additional clarity.
- 132 M. **Donnette** responded that this isn’t meant to be a huge shift change, and that the
133 Management Team is working in partnership with TEAMTRI and **Danielle** as COO and not
134 asking them to do something different. She said that there isn’t anything to be fearful of, and
135 we are likely losing some roles, which may be absorbed under TEAMTRI, and nothing is
136 signed and set in stone, but a proposal that benefits CA FBLA and TEAMTRI. **Donnette**
137 mentioned that what TEAMTRI can offer CA FBLA is exactly what is needed.
- 138 N. **Sue** shared comments and spoke about the Section Directors and what decision-making they
139 would continue to have, including will they still have control over their Section checking
140 accounts.
- 141 O. **Graeme** mentioned that there is still some details that need to be worked through and is
142 there clarity on if they are employees of CA FBLA or TEAMTRI.
- 143 P. **Donnette** said that the Management Team should compile a set of questions and work
144 toward getting to a signed contract by May, 2021.
- 145 Q. **Molly** addressed **Graeme’s** concerns and indicated that the communication and
146 professionalism of TEAMTRI will be top-notch, and that TEAMTRI does organizational

- 147 management all the time with CTSO's and they have things figured out, and they will
148 provide more tools and financial backing to do things better.
- 149 R. **Rohit** said that before we sign anything, we need to have real clarity on roles and
150 responsibilities so everyone knows what they are signing up for.
- 151 S. **Chris** spoke of earlier conversations with **Ryan** and TEAMTRI and that things are working
152 well at the Section levels, but TEAMTRI is coming in with the COO to help with the
153 structure and organizational model and operational efficiencies, including shifting of some
154 responsibilities such as business management and accounting, which are included in the
155 proposal. **Chris** said its more about how the money flows and getting the most bang for our
156 buck, and that all Section Directors still have jobs, and that the directors are providing
157 services to CA FBLA. **Chris** apologized that if anyone felt blindsided, as this is just a
158 proposal, not a contract as of yet.
- 159 T. **Sue** added that as we just received the PPP Loan, we have a 6 month window, we can't
160 decrease our employee number, otherwise we would need to pay back the loan.
- 161 U. **Graeme** mentioned that this isn't anything about TEAMTRI and the Management Team
162 recognizes their contributions, but more of an issue of providing clarity in the language that
163 was shared and how it might be interpreted. Perhaps the words didn't meet the intent.
- 164 V. **Ryan** complimented **Graeme** and that it's good to provide clarity on this and indicated that
165 the first thing they look at is cultural fit and then are they qualified for a role. **Ryan** pointed
166 to the pathway that we are on and where we end up over time is the most important thing to
167 focus on.
- 168 W. **Ryan** spoke of role-specific and task-specific employees, and that the Section Director
169 would have specific roles, and that TEAMTRI has a great culture that they will find
170 appealing, and that if there are things they are "fearful of losing" or any blind spots, that we
171 outline those clearly.
- 172 X. **Graeme** mentioned that we need to look beyond the Management Team and include a "Pow
173 Wow" with all.
- 174 Y. **Ryan** indicated that identifying what each person is good at and what they aren't good at,
175 and that some of the existing TEAMTRI could help identify how to assist, and even help
176 expand capabilities of members.
- 177 Z. **Danielle** said that she also has set in the chair of Section Director and they know their
178 sections and cultures best of all, and that there are ways to collaborate better to get more
179 creative and share best practices across Sections.
- 180 AA. **Rohit** mentioned that there are differences in how each Section operates and still allow
181 some uniqueness to exist, as things are all homogeneous.
- 182 BB. **Ryan** acknowledged the distinction of each of the Sections and that there are ways to
183 innovate and still collaborate across each of them. The students deserve the best that we can
184 give them.
- 185 CC. **Graeme** mentioned that we really haven't had a person at the top who has the authority to
186 make decisions.
- 187 DD. **Ryan** spoke of the positive peer pressure that comes from the Sections, that there is still a
188 positive rivalry but a recognition that we are still family – this needs to be preserved under
189 the new structure.
- 190 EE. **Chris** mentioned that we need more than just note feedback from the Management Team,
191 but we need to get to some clarity on the thought process with **Graeme**, and he asked what
192 additional information do we need?
- 193 FF. **Sue** asked about the banking moving forward – would we keep Union Bank? **Ryan** said that
194 the existing banking should be preserved as these are a results of long-term relationships,
195 and this would extent to any relationships we have including hotel relationships, etc.
- 196 GG. **Sue** also asked about email accounts, as there is much IP and documents within Microsoft
197 environments. She recommended that TEAMTRI to look at the possibility of continuing 2

198 systems, both Microsoft and Google. **Ryan** acknowledged this concern and doesn't want to
199 discard things or increase costs, and maybe using both is just fine, as it relates to
200 redundancy. Perhaps a technology inventory is a good idea and keeping things in place for a
201 year or for a set period of time.

202 HH. **Ryan** mentioned that he would revise the proposal related to **Graeme's** feedback on roles
203 and responsibilities.

204 II. **Chris** mentioned that perhaps a meeting with the Management Team and TEAMTRI to help
205 flush-out the descriptions, etc. before we get to a contract. **Ryan** agreed that this was a good
206 idea, including having a conversation with **Melanie** on her role and duties. **Ryan** mentioned
207 that **Sue's** role likely transitions under the COO and accounting role.

208 JJ. **Ryan** indicated that he would start working on the budget and the agreement and then after
209 State Conference to listen to concerns and document feedback and then hold the meetings
210 with the respective stakeholders. **Graeme** supported this plan.

211 KK. **Chris** discussed when we should hold the next Board meeting.

212
213

214 **ITEM 7: STATE LEADERSHIP CONFERENCE JUDGE RECRUITMENT: MELANIE** 215 **DIAS**

216 A. **Melanie** spoke of the urgency and core needs around the key judging of events across 3
217 consecutive Saturdays, including 3 events for this Saturday for: e-Business, Electronic
218 Career Portfolio, and Introduction to Social Media Strategy. Some of these need pre-judging
219 and there is a need to help with recruiting of judges.

220 B. **Donnette** said we are in desperate mode and sent out some emails to the Board as
221 reminders.

222 C. **Ryan** asked for additional clarity on how many judges do we need. **Melanie** the week's
223 after this one are looking a bit better. **Ryan** asked if the DOE could step in and assist and
224 have them become champions. **Molly** said that there are several DOE personnel already
225 involved in judging. **Molly** asked **Melanie** to send her the link and she said that she would
226 help spread the word on helping to fill the most urgent judging needs of this coming
227 Saturday around the 3 key events.

228 D. **Greg** asked about the time slots for the 3 events and **Melanie** spoke of that they are
229 afternoon events.

230 E. **Melanie** was to reach-out to **Chris** to assist him in preparing a script for comments to be
231 made at the SLC.

232 F. **Melanie** spoke of the additional activities surrounding the SLC.

233

234 **ITEM 8: PPP LOAN AND NOTE RATIFICATION ACTION (SUE CHRISTENSEN)**

235 A. **Sue** said that in the PPP file, we need to ratify the resolution to accept the loan and the Note
236 itself.

237 **B. Donnette moved to ratify the resolution to accept the loan and the Note itself. Jamon**
238 **seconded the motion. Motion carried unanimously.**

239

240 **ITEM 9: FUTURE BOARD MEETING**

241 A. May 22, 2021 was set as the next board meeting at 3:00 PM PDT, with the following items
242 on the agenda to consider:

243 a. Standing Reports

244 b. Board Membership and Officers

245 c. Staffing Needs

246 i. Co-Director, Southern Section

247 ii. CAP Coordinator

248 d. Filing of Federal Tax Return for January 1 through June 30, 2015 (options/actions)

- 249 e. Sponsorship Committee Report – C. Johnson
- 250 f. Action on TEAMTRI Leadership Organization Management Proposal
- 251 g. Board Meeting Scheduling: May 22, 2021

252 **ITEM 10: Meeting Adjournment**

253 A. Adjourn at 7:38 PM PT

254

255 Respectfully submitted,

256

257 CALIFORNIA FUTURE BUSINESS LEADERS OF AMERICA, INC.

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259

260

261 Greg Fox, Secretary

262 Business and Industry Representative

April 8, 2021

Date: April 8, 2021