CA FBLA Northern Section

Minutes of August 20th, 2019

Call to Order

The meeting of the Northern Section Officer Team was called to order on Wednesday, August 21, 2019 at 3:57 p.m by President Kelsea Whiting, with Secretary Renee Wrysinski recording minutes.

Attendance

All officers were in attendance.

Topics Discussed

Icebreakers: the task of planning an icebreaker was assigned to Emily, and she will have it finalized by Friday, August 30th.

Raffle prizes: four raffle prizes are needed, and Ms. Schall will purchase them. They will contain school supplies and various gift cards. Nitya will bring pins to give to attendees (separate from raffle).

Guests: the keynote speaker is confirmed to be Jen Adams (Girls with Guns) and she will speak about entrepreneurship. Ms. Schall was still waiting on confirmation from the representative from the Chico State Business Department.

Food: lunch will be Mexican food and bagels, fruit, muffins, and donuts were suggested as morning snacks.

Attendees: Colusa, Lassen, and Whitney were registered as of the date of the meeting. Cosumnes Oaks and Center High Schools are planning to attend. Ms. Burg will send reminder emails to unregistered schools. She hopes to have 9 chapters attend.

Workshops:

* Shahil: Chapter State Projects. He will provide a resource on how to find your local representative. He will also edit his presentation to make it focused on the changes to the projects and connect it to the badging system.
* Nitya: Utilizing Social Media. She will convert her presentation to PowerPoint so it can be consolidated with the others. Kelsea: State Projects and the New Digital Badging System. She will bring handouts with project info and deadlines and a URL for the badging system or Nitya will include this information on the agenda. She will also edit the images on the slides and add an activity to her workshop.
* Renee: Understanding Chapter Achievement Awards. She will move her POW form points to speaker notes and make the grey text more visible. She will also add a closing/questions slide.

All amended versions will be sent to Kelsea by Friday, August 30th. She will then consolidate them into one PowerPoint that will be available offline.

POW Planning Section: each student will be given a copy of the POW planning form, and this will be given to them before the Chapter Achievement Awards presentation. Officers will move to different chapters to assist with the POW reporting form.

Round Tables: Ms. Schall will provide sticky notes for Kelsea to use in her round table. Renee will come up with a way to group people from different chapters together by Friday, August 30th.

Program: Ms. Schall proposed including a note section on the agenda handouts. Nitya will add the deadlines and URL for the badging system to the agenda. Ms. Schall will print the final agendas in color on cardstock.

OAT Day Details: Section Officers should arrive by 7:45 a.m. Ms. Schall will contact the venue to find out if it has a flag. The QR code for the post-event survey will be made available at the end of the day. Ms. Schall will keep time for the round-table discussions. The officers will check in with the attendees and ask to ensure that they complete the survey. Some paper copies will be available for those without phones. The Section Remind will be publicized during the entire event.

Liaison Emails: Shahil will draft the initial email and send the draft to Kelsea and Ms. Burg. Once it is approved, it will be distributed to each officer to send to their assigned schools. The first liaison email will be sent out the Wednesday after OAT Day and will be a recap of important information.

Script Read-Through: Kelsea read through the script and answered questions concerning it. Script will be adjusted to have POW forms dispersed before Renee’s presentation and some lines will be modified.

Post-Event Survey: Nitya will create the survey on either Google Forms or Wufoo and create a QR code for it. It will be anonymous. Instead of including the email on the form, the presidents will type their name, chapter, and email into an excel spreadsheet.

Atmosphere: playlist was already prepared. Colusa officers will look for the northern section backdrop at the storage locker in Williams.

Certificates: Colusa officers will create the LDI-style completion certificates. They will be made in advance (registration deadline) and printed by Ms. Schall.

Northern Section All-Stars: the award will be available to those who attend LDI, NSLC, and SLC, and they will receive ribbons at SLC.

Snapchat Filter: Colusa officers will design the OAT Day filter and make sure it is available on the day of the event.

Adjournment

There being no further business, the meeting was adjourned at 5:41 p.m.

Renee Wrysinski, Secretary