

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:** November 16, 2019 **PLACE:** Doubletree by Hilton, Anaheim, CA

12 **ITEM 1: CALL TO ORDER**

13 Donnette called the meeting to order at 8:08 a.m.
14

15 **ITEM 2: ROLL CALL**

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

- 19 • Donnette Silva Carter, Chairman, Business and Industry Representative
- 20 • Braden Holstege, Vice Chairman, Business and Industry Representative
- 21 • Jill Wright, Secretary, Business and Industry Representative
- 22 • Chris Gomez, Business and Industry Representative
- 23 • Rohit Ramchandani-Business and Industry Representative (via telephone)

24 Non-Voting Members present (guests):

- 25 • Molly Anderson, CDE Representative
- 26 • Cathy Mason, Gold Coast Section Director
- 27 • Graeme Logie, Bay Section Director
- 28 • Laura Martin, Business and Program Manager
- 29 • Venugopal Chillal, State President (present during State President Report)
- 30 • Manuel Rapada, Assistant Competitive Events Coordinator (present during CAP
31 Committee discussion)

32
33 **ITEM 3: EXECUTIVE SESSION** *Executive Session 8 a.m. to 9 a.m.*
34

35 **ITEM 4: CALIFORNIA FBLA STATE PRESIDENT REPORT–Venugopal Chillal**

36 Venu presented the state program of work.
37

38 **ITEM 5: ACTION ITEMS**

- 39 A. Approval of Multiple Meeting Minutes Previously Provided and Deferred-Gomez: (October
40 20-21, 2018; January 29, 2019; March 21, 2019; April 27, 2019; May 9, 2019; June 22,
41 2019; July 22, 2019; August 22, 2019; September 26, 2019) A ***motion*** was made by ***Braden***
42 to approve the minutes. ***Chris*** seconded the motion. ***The motion passed unanimously.***
43
44
45
46

- 47 B. Approval of Minutes–October 24, 2019: A ***motion*** was made by ***Braden*** to approve the
48 October 28, 2019 minutes, with these changes “*leads discussion regarding CAP*
49 *Committee*”; National Office Updates: “*Molly attended the NBA Research Conclave at*
50 *which FBLA was discussed.*” ***Jill*** seconded the motion. ***The motion passed unanimously.***
51 C. Financial Reports & Taxes–Ramchandani/Martin: A ***motion*** was made by ***Chris*** to approve
52 the financials as is, with Laura to check on the questions that were asked. ***Jill*** seconded the
53 motion. ***The motion passed unanimously.***
54

55 **ITEM 6: STATUS UPDATES**

- 56 A. CDE, Financial Literacy, Affiliation Agreements–Anderson: Molly reported on the CDE
57 CTEIG grants. As of November 6, 104 CTEIG grants have been approved. Financial
58 Literacy was launched on September 15.
59 B. Management Team–Logie: Graeme reported on the results of the survey and discussion
60 followed.
61 C. Audit Process, LDI, SLC, Grant Applications, Sponsorship–Martin-: A full audit will be
62 completed every other year and a review, every two years. Laura has applied for
63 sponsorships totaling \$65,000. It was agreed by all, based on Braden’s recommendation, to
64 use SharePoint for all archival documents, such as board minutes, agendas, etc.
65 D. CAP Committee–Holstege-Manuel was present to discuss the proposal of adding eight
66 finalists to events that currently have five. A ***motion*** was made by ***Braden*** to extend the
67 events that have five finalists to eight finalists and added costs estimated up to \$1500. ***Jill***
68 seconded the motion. ***The motion passed unanimously.***
69

70 **ITEM 7: NEW BUSINESS**

- 71 A. Bylaws Review-A ***motion*** was made by ***Braden*** that the CDE Representative is a voting
72 member on all matters except financial expenditures, approval of contracts and budgets, and
73 acceptance of financial matters and budgets. ***Chris*** seconded the motion. ***The motion***
74 ***passed unanimously.*** A ***motion*** was made by ***Chris*** that the management team president
75 and the section director serving on the board are voting members on all matters except
76 financial expenditures, approval of contracts and budgets, and acceptance of financial
77 matters and budgets. ***Braden*** seconded the motion. ***The motion passed unanimously.*** A
78 ***motion*** was made by ***Braden*** that the office of chair and vice chair only be open to Business
79 and Industry representatives. ***Donnette*** seconded the motion. ***The motion passed***
80 ***unanimously.*** A ***motion*** was made by ***Jill*** that in Article 6, Section 4, the position Judges’
81 Coordinator be added to the list of positions on the management team. ***Chris*** seconded the
82 motion. ***The motion passed unanimously.***
83 B. Organizational Structure-Molly presented an Organizational Structure flowchart and
84 discussion followed.
85 C. CA FBLA Policy and Procedures (Travel policies, etc.)-Discussion
86 D. Recruitment of Business & Industry Directors-If anyone knows of prospective board
87 members, let Donnette know.
88

89 **ITEM 9: COMMENTS AND ANNOUNCEMENTS**

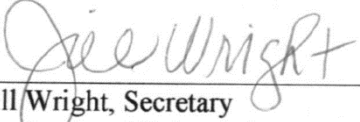
90
91
92
93
94
95
96
97

98 **ITEM 11: ADJOURNMENT**
99 The next meeting will be in January-TBD.

100
101 The meeting was adjourned at 2:56 p.m.

102
103 Respectfully submitted,

104
105 CALIFORNIA FUTURE BUSINESS LEADERS OF AMERICA, INC.

106
107
108 
109 _____
110 Jill Wright, Secretary
111 Business and Industry Representative

November 16, 2019
Date