**Executive Board Minutes – July 13, 2017 - Draft**

The KASBO executive board of directors held a special meeting on July 13, 2017 at 10:30 am at the KASB meeting room in Topeka. Officers participating in the conference were: Dan Brungardt, President; Jimmy Hay, President-Elect; Eric Hansen, Vice-President; John Hutchison, Past-President (10:56); and Lori Campbell, Secretary. Officers absent were: Diane Ney, Treasurer. Others present: Rob Balsters, Executive Director.

President Brungardt called the meeting to order at 10:42 am.

Balsters presented a re-cap of KASBO and the ASBO financials.

Brungardt reviewed the Service Agreement between USA and KASBO. Balsters will contact Mr. G.A. Buie to discuss a wording change in the agreement to reflect “KASBO”.

Brungardt and Jimmy Hay will contact those willing to serve on the Professional Development Committee and the Convention Planning Committee for the Annual Convention. The first meeting will be held in Wichita at the Joyce Focht Instructional Center on September 7, 2017. The committees will meet first followed by lunch and board of directors meeting. Hutchison entered the room at 10:56 am. Discussion was held in regards to the Fall Workshop November 3. It was agreed the pre-workshop was a success and should be offered again on November 2. Eric Hansen will help plan a topic. Presenters and sessions offered will be finalized at the September meeting. Balsters will contact the caterer for the workshop.

Dates and Locations for upcoming meetings were discussed.

 \*September 7 - Wichita – Joyce Focht Instructional Center

 10:00 am – Noon Committees Meeting/Noon – 2:30 pm Lunch & Board Meeting

 \*November 2 – Wichita – Joyce Focht Instructional Center

 9:00 am Board and Committees meeting/ 1:00 pm – 3:00 pm Pre-Workshop

 \*November 3 – Wichita - Joyce Focht Instructional Center

 9:00 am – 3:00 pm Fall Workshop

 \*January 12, 2018 – Overland Park - Marriott

 10:00 am – Noon Committees Meeting/Noon – 2:30 pm Lunch & Board Meeting

 \*April 17 - Overland Park – Marriott 4:00 pm Board Meeting

 \*April 18-20 – Overland Park – Marriott – Annual Convention and Expo

Brungardt discussed financials for the 2018 Annual Convention. It was suggested the base vendor amount should increase. Hay will begin work on securing a keynote speaker for Thursday morning. Possible events or event spaces for the vendor party were discussed.

Hansen will compile a list of possible 2020 convention sites.

Hutchison will bring to the board for vote a Security Bank Prestigious Partner Agreement.

The Executive board reviewed by-laws as it refers to vendor representatives.

Balsters discussed the upcoming ASBO Conference. He explained the Kansas part of the ASBO Affiliate Party in conjunction with Colorado, Arizona and Iowa on Saturday evening. There will be a large contingency of KASBO members attending the conference. Travel arrangements were discussed for the KASBO President, Vice-President and Executive Director.

Succession information in the by-laws needs to reviewed and rearranged by the board.

Balsters brought a certification proposal from Kris Misak (SE Central KS Service Center) to provide school business official training. Upon completion, a certificate would be awarded.

Hay with the motion to adjourn. Hansen seconded. Carried unanimously.

Meeting adjourned at 1:29 pm

Lori Campbell

Secretary