

KASBO Board Meeting
January 17th, 2014
11:00 a.m.
Topeka, Kansas

Board President Doug Schwinn called the meeting to order at 11:12 a.m. at the Topeka Capitol Plaza Hotel, Topeka, Kansas.

Board members present were: Doug Schwinn, President; Jim Freeman, Past President; Steve Davis, President-Elect; Diana Bredehoft, Vice President; Diane Ney, Treasurer; Jimmy Hay, Director; Dan Brungardt, Director; Lisa Peters, Director; Danielle Hollas, Director; Beverly Clark, Director; Rod Spangler, Vendor Representative; Sara Holmes, Vendor Representative, Rob Balsters, Member and Amy Campbell, Executive Director.

Absent were: Vicki Bradley, Secretary and Doug Maxwell, Director.

President Schwinn asked for feed back from the Fall Conference held in Salina, Kansas. Compliments to the Smoky Hill Conference Center for being very accommodating during the conference. The board discussed the possibility of moving the Fall Conference in 2014 to the Wichita area. No decision was made on this discussion.

Beverly Clark made a motion to approve the printed minutes of the November 14, 2013 KASBO board meeting. Motion seconded by Jim Freeman. Motion carried unanimously.

Lisa Peters made a motion to approve the Treasurer's Report as presented for December 2013. Motion seconded by Jim Freeman. Motion carried unanimously.

President Elect Steve Davis gave a report on the Professional Development Committee meeting. The program is progressing well and will be on schedule for the Annual Convention in April 2014. Great topics have been added for all levels of school business officials.

President Schwinn reported that CBIZ has agreed to be the bowling sponsor. Thank you to CBIZ for their support.

Beverly Clark is coordinating the bowling activity and reported that it would be \$15.00 per person to register for the bowling activity and that she would be sending information to the Executive Director to post on the website for registration.

President Schwinn discussed with the board the hotel rates for the Honored guests for the 50th Anniversary. Honored guests would be past presidents, past distinguished service award winners and their spouses and/or guest. After

discussion the board decided to not pay any portion of the honored guests hotel expense, but to allow them to register at the KASBO rate set up by the hotel.

President Schwinn presented information from Ron Everett for the Illinois ASBO offering to come to the April 2014 board meeting to present information on a P-Card Program. After discussion there was no action and no interest in this program.

Vendor Representative Rod Spangler reported that the course had been scheduled for the Golf Tournament and that the fees would be \$65.00 per person or \$250 for a team of 4. The Drink tickets will be \$2.00 each. He reported that he would have a flier and information for the Executive Director to post on the website for registration.

President Schwinn reviewed the convention schedule with the board.

President Schwinn stated that he would ask Myrna Morrision to organize the greeters for the April Convention and that she could obtain 8 to 10 volunteers to assist with the registration desk.

President Schwinn recommended the hiring of Harrman the magician for the vendor party and recommended hiring a D.J. for the vendor party on Wednesday evening.

Diane Ney made a motion to hire the DJ within the \$500 to \$1000 range and to hire the magician for the vendor party as recommended. Motion seconded by Danielle Hollas. Motion carried unanimously.

President Schwinn presented handout information for a Photo Booth for the Wednesday Night Vendor Party for "50 Years of Fun".

Lisa Peters made a motion to contract for a photo booth for the Wednesday Night Vendor Party as recommended. Motion seconded by Jim Freeman. Motion carried unanimously.

President Schwinn declared a break at 11:59 a.m. for lunch.

The board returned from break at 12:32 p.m. with all board members present as before.

President Schwinn discussed using Helgerson's for the vendor setup of booths and tables. The board directed the President to get quotes for vendor set from Helgerson's and the Topeka Capitol Plaza and to use whichever quote was less.

President Schwinn discussed the Honoree's Room for the 50th Anniversary Program on Thursday night.

Danielle Hollas stated that she is working on a video presentation and pictures for the tables. Rob Balsters reported that he had pictures to use also for the 50th Anniversary Reception.

President Schwinn presented a handout for a dueling piano program and recommended that the board contract with them for the Thursday evening program.

Dan Brungardt made a motion to approve contracting with 176 Keys Fun Pianos for the Thursday evening program. Danielle Hollas seconded the motion. Motion carried unanimously.

Executive Director Amy Campbell reported that she was taking bids for the purchase of items to do in the registration bags. Flash drives, 50th Anniversary Pins, Invitations, ribbons and signs for the convention that were approved at the November meeting.

Vice President Diana Bredehoft reported that she had received 11 American Fidelity Assurance Scholarship Applications and that the deadline for applications was January 19th, 2014. She reported that once applications were in that she would be in contact with Rod Spangler to review the applications and name the scholarship winners.

Past President Jim Freeman asked the board to consider approaching the Superintendent's groups to offer budget training and planning sessions through KASBO. There was no action on this item, but all agreed it would be worthwhile to pursue.

At 1:09 p.m. Past President Jim Freeman made a motion to adjourn the board meeting. Motion seconded by Jimmy Hays. Motion carried unanimously.

Diana Bredehoft, Vice President / Acting Secretary