



# Montana Association of School Business Officials

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## MASBO Board of Directors Meeting

January 30 – 31, 2006

Helena, Wingate inn

Present:	Kathy Preeshl, President Evelyn Mull, President Elect Donnie McVee, Past President Teresa Cornell, Vice President Pam Owen, Region 1 Zella Witter, Region 2 Jacki Young, Region 3 Sandra Lane, Region 4 Diane Brook, Region 5 Elaine Stanhope, Region 6 Roger Heimbigner, MSUIP Lynda Brannon Jane Strachan	Excused:	Denise Ulberg
		Guest:	Shawn Duthie, Black Mountain Software Mike Waterman, OPI

Meeting called to order	President Kathy Preeshl called the meeting to order at 1:00.
Agenda additions/deletions	Diane Brook moved, Sandra Lane seconded approval of the agenda. Ayes: All.
Minutes from October Meeting	Pam Owen was listed as absent and she was there. Teresa Cornell moved, Sandra Lane seconded approving October 2005 minutes as corrected. Ayes: All.
Financial Reports	Executive Director reviewed the 2005 financial reports and the 2006 reports. It was noted that there were a few income items not addressed yet. After discussion, Elaine Stanhope moved and Donnie McVee seconded that the charges for: <ol style="list-style-type: none"> <li>1. regional meetings will be \$70/member and \$100 for nonmember</li> <li>2. New Clerk Workshop \$200 per person, no difference for non member</li> <li>3. Budget Workshops \$85 member, \$125 non member (per</li> </ol>

	<p>person)</p> <p>4. HR workshops for FY 07 \$100 per person, drop to \$75 for 2<sup>nd</sup> member from same district, \$135 non member</p> <p>5. Bonds Construction, Maintenance \$250 per district.</p> <p>Ayes: All</p> <p>Roger Heimbigner suggested excess MASBO checking balances be put into a savings account. Current interest rates can be as high as 4.5%. Executive Director will talk to bank.</p> <p>Jacki Young moved approval of financial reports, Zella Witter seconded. Ayes: All.</p>
Executive Director Report Activities since MCEL	Activities since MCEL has been numerous Quality Schools meetings and a Special Session along with daily work., 1 trip for Indian Impact Schools to D.C. Conference and 1 trip to Las Vegas for a national committee meeting for Impact Aid Reauthorization.
Organization Information	Executive Director reported that as of this date, we have 336 members but do not have the breakdown of Assoc and Active members.
ASBO Affiliation Document	Executive Director discussed the ASBO Affiliation Document in the board packet. This was signed by MASBO Officers in 2002. Executive Director asked the board to review it.
Insurance Reports	MASBO is insured several ways because of the unique relationship with MTSBA. They have to cover us, we have to cover them and we have our own policies also. At this time the Executive Director and all staff are covered but not the board. Insuring the board would take another \$5,000.
Administrative Agreement	Administrative Agreement will not be discussed until a later date.
Other	Executive Director requested that the board help write occasional articles for the newsletter. Articles are due into Jane Strachan by the last week of the month.
Presidents Report MASBO By-Law Discussion	Dues – It was reported that there has only been 1 complaint on

<p>Dues for Vendor / Emeritus and Life member</p> <p>Non member fees workshops and conference</p> <p>Other</p>	<p>the amount that the dues were increased and that was in Region 4.</p> <p>Liaisons were again discussed. Sandra Lane moved and Donnie McVee seconded that we recommend a by-law change to discontinue having a liaison representing the County Treasurer and County Superintendent Associations to the MASBO Board. Ayes: All This will be voted on by the membership at the summer conference.</p> <p>Vendor dues: Table for the June meeting Life Membership – Sandra Lane moved Life Membership to \$2000 based upon the increase in other dues and readdress at our June meeting. Teresa Cornell seconded. Ayes: all.</p> <p>It should be noted in the new MASBO policy that retiree’s pay for meals if they are joining us for our meetings.</p> <p>This was addressed earlier.</p> <p>The Executive Board is going through the MASBO policies. Executive Director is to e-mail out the Indiana policies to the whole board as a beginning model of what MASBO needs and this will be addressed at the June board meeting.</p>
<p>MSUIP Report</p>	<p>Roger Heimbigner reported that during the last year the MSUIP program has gone from a negative cash flow to a positive cash flow. The program was audited and had a clean audit.</p> <p>Roger Heimbigner also reported that he spent the morning training Jane Strachan on managing the MASBO Web site.</p>
<p>Board Shirts</p>	<p>Diane Brook moved and Sandra Lane seconded that the MASBO Board pays for shirts. Ayes: all. Executive Director will gather sizes and get them ordered.</p>
<p>Proposed Vendor Committee</p>	<p>Shawn Duthie from Black Mountain Software discussed the possibility of starting a vendor committee. This committee will meet with the vendors right after the conference and discuss the coming years’ conference. After discussion the board wants the executive director to survey dues paying vendors and ask if they have a problem with or are they against establishing a committee, would they be willing to serve on the committee. This will be discussed again after the survey.</p>
<p>Elections Manual Update – Mike Waterman</p>	<p>Mike Waterman told the board that the Manual updates are not done yet. OPI has a new policy that the OPI logo has to be on all documents posted to the state’s website. Currently the</p>

	<p>manual only has MASBO logo. After brief discussion, the board was in consensus that they had no problem with adding the OPI logo.</p>
<p>Professional Certification Qualifications – Active Members</p>	<p>Executive director explained that the several years ago, MASBO changed the Associate membership to allow more State and County officials to be part of the organization. The category changed current Active members to the Associate category.</p> <p>Currently the qualifications for MASBO Certification is that the person must be an Active member of MASBO. Executive director wanted board direction on whether or not qualifications for MASBO Certification should be opened up for associate members also. After much discussion, the board wants to leave the certification qualification as it is.</p>
<p>Ex-Officio Report – Mike Waterman</p>	<p>Mike Waterman, OPI talked about some staff changes and new staff hired onto OPI. He gave the dates of the OPI summer workshops . They will be held the week of July 6 and 7 in Great Falls, Missoula, Butte and Billings.</p>
<p>Regional Director’s Reports</p>	<ul style="list-style-type: none"> <li>▶ Region 1 Pam Owen stated that she will be meeting February 27 at the Missoula Grant Creek Inn. Agenda will be HAS’s, Wellness and Jo Ellen Waterman – Calm in the midst of chaotic life.</li> <li>▶ Region 2 Zella Witter will try to tie in their regional workshop with the Great Falls Budget Workshop.</li> <li>▶ Region 3 Jacki Young will be meeting April 13 in Sidney. They will cover election changes and interdistrict fund transfers</li> <li>▶ Region 4 Sandra Lane will meet March 24 with Mike Waterman; Rob Virts, PERS; APS</li> <li>▶ Region 5 Diane Brook will be holding her meeting March 29 at Rocky and will have Mike Waterman</li> <li>▶ Region 6 Elaine Stanhope will hold the regional workshop March 28 at Miles City Community College. The agenda will be Budget, elections and maintenance of effort.</li> </ul>
<p>Business Manager/Clerk salary survey</p>	<p>Diane Brook would like MASBO to survey the business officials to find out pay and benefits. Executive Director is to come up with a survey for the next board meeting. Executive Director requested Diane Brook help with sample questions so the correct information is collected. The board would like a survey of all of the business office.</p>
<p>2006 Summer Conference</p>	<p>Theme: Survivor. Ordinary people engaged in extraordinary work!</p>

“MASBO IS DEDICATED TO TRAINING AND SUPPORTING THE PEOPLE RESPONSIBLE FOR BUSINESS OPERATIONS OF MONTANA SCHOOLS. THE GOAL IS TO ENABLE MEMBERS TO MANAGE THE BUSINESS IN ORDER TO SUPPORT EDUCATION FOR MONTANA CHILDREN”

<p>Planning</p> <p>Membership Pin</p> <p>Agenda - Brief Notes</p>	<p>Workshop titles – TV Titles Luau – Cook pig – possibly TR Lane if Heritage will allow</p> <p>Executive Director has been working on a Multistate pin with Idaho and Wyoming. Idaho is interested but have not heard from Wyoming ASBO yet. Will do multi state next year.</p> <p>Director Sandra Lane came to the meeting with many pin ideas. The board would like the a square silver pin with a gold Grizzly sith Montana ASBO for the lettering.</p> <p>Computer workshop – Donnie McVee can get 24 computers At least 2 days of workshops Repeat workshops</p> <p>Executive Director to contact LaDonna Gaitlen to see if they can negotiate down.</p> <p>Friday Law – Mike Dahlem and/or Bea Kaleva – if we can get both, schedule for all morning. If we can only get one – then John Andrew and Law.</p> <p>Walk Run – do if possible</p> <p>Golf or Miniature Golf</p>
<p>Next Meeting</p>	<p>Next meeting will be February 27 and 28 in Great Falls at the Heritage Inn,</p>
<p>Adjournment</p>	<p>Meeting adjourned at 11:45</p>

