
Association of School Business Officials International

Board Meeting Agenda

January 20, 2011

Board Tele-Conference

BOARD MEMBERS:

Chuck Linderman, RSBA, President
Brian Mee, RSBA, Vice President
Erin Green, MBA, RSBA, Immediate Past President
John Musso, CAE, RSBA, Executive Director
Shirley Broz, CPA, RSBA, 3rd Year Director
Ron McCulley, CPPB, RSBO, 3rd Year Director
Terrie Simmons, RSBA, 2nd Year Director
Randy Evans, RSBO, 2nd Year Director
Mark Pepera, RSBO, 1st Year Director
Brenda Burkett, CPA, 1st Year Director
Ron Skinner, CAE, Assistant Executive Director

Staff:

Thursday, January 20, 2011

A-G-E-N-D-A

1. Opening Activities

- a. Call to Order
- b. Roll Call
- c. Approval of Agenda

2. Discussion Items

- a. Program Assessment
- b. ASBO Form 990
- c. ASBO Strategic Plan
- d. 2012 Budget
- e. Executive Leadership Forum Schedule
- f. CMAC Structure

3. Reports

- a. Board Committee Liaison Reports
- b. Board Visitation Reports
- c. AEDG Chair Report
- d. CMAC Chair Report
- e. Executive Director Report
- f. President Report

4. Action Items

- a. Committee Leader Appointment

5. Board Comments

6. Adjourn

ASSOCIATION OF SCHOOL BUSINESS OFFICIALS INTERNATIONAL

Board Meeting Agenda

February 23 & 24, 2011
Regular Meeting
Executive Leadership Forum

Gaylord Texan Resort and Convention Center
Grapevine, TX

BOARD MEMBERS:

Charles E. Linderman, RSBA, President
Brian L. Mee, RSBA, Vice President
Erin K. Green, SFO, RSBA, Immediate Past President
John D. Musso, CAE, RSBA, ASBO Executive Director
Shirley A. Broz, CPA, SFO, RSBA
Ron McCulley, CPPB, RSBO
Randy C. Evans, RSBO
Terrie Simmons, RSBA
Brenda Burkett, SFO, CPA
Mark Pepera, SFO, RSBO

Wednesday, February 23, 2011

Working Dinner 5:00 PM – 10:00 PM

and

Thursday, February 24, 2011

Board Meeting 8:00 AM – 1:30 PM

I. Executive Session-Invited (Board Members, John Musso, Ron Skinner, Director Level Staff)

- A. 2012 Budget (sent under separate cover)
- B. IRS Form 990

II. Opening Activities

- A. Call to Order
- B. Roll Call
- C. Distribution of Items
 - 1. ASBO Policy Manual (February 2011)
 - 2. ASBO Antitrust Avoidance Guidelines Adopted
 - 3. Governing Body Reasonable Assurance 2012
 - 4. Conflict of Interest Policies
 - 5. 2011 Board Code of Conduct
 - 6. Disclosure Form
- D. Approval of Agenda

- E. Approval of Board Meeting Minutes
 - 1. September 22, 2010 Executive Committee
 - 2. November 4, 2010 Executive Committee
 - 3. December 2, 2010 Executive Committee
 - 4. January 13, 2011 Executive Committee
 - 5. September 23, 2010 Board of Directors
 - 6. November 4, 2010 Board of Directors
 - 7. December 2, 2010 Board of Directors
 - 8. January 20, 2011 Board of Directors

III. Discussion Items

- A. Strategic Plan
- B. 2011 Board Liaison Professional Committee Assignments
- C. Affiliation Agreement
- D. Legislative Beliefs

IV. Approval Items

- A. 2011 Personnel Manual
- B. 2011 Committee Manual of Operations
- C. General Counsel Appointment
- D. 2012 Budget (sent under separate cover)
- E. Budget Surplus Plan

V. Program Updates

- A. Membership, Marketing, and Communications Report
- B. Events Report
- C. Professional Development Report
- D. SFO Certification Program Update
- E. Corporate Partnerships Report

VI. Reports

- A. Board Committee Liaison Reports
- B. AEDG Chair Report
- C. CMAC (Corporate Member Advisory Committee) Report
- D. PCTF (Professional Committees Task Force) Report
- E. International Member Committee Report
- F. President's Report
- G. Executive Director's Report

VII. Board Comments

VIII. Adjournment

March 17, 2011

11:00 AM

Board of Directors Meeting

Phone Conference

AGENDA

CALL TO ORDER

ROLL CALL

APPROVAL OF AGENDA

APPROVAL OF BOARD MEETING MINUTES

- a. February 23, 2011 Executive Committee Meeting Minutes
- b. February 23, 2011 Board of Directors Meeting Minutes

UPDATES

- a. Strategic Plan
- b. Legislative Beliefs
- c. International Board Member
- d. Board Self Evaluation Survey
- e. Executive Director Evaluations

REPORTS

- a. CMAC

DISCUSSION ITEMS

- a. Associations merging conferences
- b. June Board Meeting

BOARD COMMENTS

ADJOURN

April 21, 2011

11:00 AM

Board of Directors Meeting

Phone Conference

AGENDA

CALL TO ORDER

ROLL CALL

APPROVAL OF AGENDA

APPROVAL OF BOARD MEETING MINUTES

- a. February 23, 2011 Board of Directors Meeting Minutes (revised)
- b. March 17, 2011 Board of Directors Meeting Minutes

ACTION ITEMS

- a. Election Rules
- b. 2012 Budget Adjustments

DISCUSSION ITEMS

- a. Legislative Beliefs
- b. International Board Member
- c. Dual Membership
- d. Associations merging conferences

UPDATES

- a. Strategic Plan
- b. Executive Director Evaluations

REPORTS

- a. Certification
- b. CMAC
- c. AEDG
- d. President's Report
- e. Executive Director's Report

BOARD COMMENTS

ADJOURN

ASSOCIATION OF SCHOOL BUSINESS OFFICIALS INTERNATIONAL

Board Meeting Agenda

June 8 - 11, 2011

Gaylord Palms Resort and Convention Center
Orlando, FL

BOARD MEMBERS:

Charles E. Linderman, RSBA, President
Brian L. Mee, RSBA, Vice President
Erin K. Green, SFO, RSBA, Immediate Past President
John D. Musso, CAE, RSBA, ASBO Executive Director
Shirley A. Broz, CPA, SFO, RSBA
Ron McCulley, CPPB, RSBO
Randy C. Evans, RSBO
Terrie Simmons, RSBA
Brenda Burkett, SFO, CPA
Mark Pepera, SFO, RSBO

Wednesday, June 8, 2011

Working Dinner 6:30 PM – 9:00 PM

Detailed review of ASBO survey data and Net Promoter Score

Thursday, June 9, 2011

Strategic Planning Session 9:00 AM – 5:00 PM

Strategic Plan Finalization
Certification Review
Leadership Review
Advocacy Review
Membership Review
Operational Overview
Budget Review
Significant Increase in Membership Dues and Registration Fees
Going Virtual
Building Update

Dinner at Old Hickory with our guests from Horace Mann 6:00pm – 9:00pm

Filming of the Board at Java Coast 9:00 pm – 9:30pm

Friday, June 10, 2011

Executive Session 8:00AM – 9:00AM (Board only)

Board Meeting 9:00 AM – 8:00 PM (dinner break in between)

I. Opening Activities

- A. Call to Order
- B. Roll Call
- C. Approval of Agenda
- D. Approval of Board Meeting Minutes
 - 1. April 21, 2011 Board of Directors Meeting Minutes

II. Discussion Items

- A. Functional Areas of Engagement

III. Approval Items

- A. ASBO Headquarters Building
- B. Strategic Plan
- C. 2011 Audit Report Review and Receipt
- D. International Representative to ASBO Board of Directors
- E. Affiliation Agreement
- F. 2011 Policy Manual

IV. Program Updates

- A. Membership, Marketing, and Communications Report
- B. Events Report
- C. Professional Development Report
- D. SFO Certification Program Update
- E. Corporate Partnerships Report

V. Reports

- A. Board Committee Liaison Report
- B. Affiliate Visitation Report
- C. AEDG Chair Report
- D. CMAC Chair Report
- E. President's Report
- F. Executive Director's Report

VI. Board Comments**VII. Adjournment**

July 21, 2011

11:00 AM

Board of Directors Meeting

Phone Conference

AGENDA

CALL TO ORDER

ROLL CALL

APPROVAL OF AGENDA

APPROVAL OF BOARD MEETING MINUTES

- a. June 10, 2011 Board of Directors Meeting Minutes

DISCUSSION ITEMS

- a. Annual Meeting & Expo
- b. Affiliation Agreements

REPORTS

- a. CMAC
- b. AEDG
- c. President's Report
- d. Executive Director's Report

BOARD COMMENTS

ADJOURN

September 15, 2011
08:00 AM
Board of Directors Meeting

Sheraton Seattle
Seattle, WA

AGENDA

CALL TO ORDER

ROLL CALL

APPROVAL OF AGENDA

APPROVAL OF MINUTES

- a. June 11, 2011 Executive Committee Meeting Minutes
- b. July 21, 2011 Board of Directors Meeting Minutes

EXECUTIVE SESSION

DISCUSSION ITEMS

- a. Legislative Beliefs
- b. 403 (b) Single Provider
- c. 2012 Board Meeting Schedule
- d. ERS Update
- e. Financial Update
- f. Visitation Schedule for 2012

ACTION ITEMS

- a. Advisory and Standing Committee Assignments
- b. Legislative Beliefs Statement
- c. Employment Contract, Executive Director
- d. Employment Contract, Assistant Executive Director
- e. Professional Committee Appointment

PROGRAM UPDATES

- a. Membership, Marketing and Communications
- b. Professional Development
- c. Certification
- d. Sponsorship

REPORTS

- a. GASAC - Shirley Broz
- b. CMAC - Jeff Carew
- c. AEDG - Joey Montano
- d. President's Report - Chuck Linderman
- e. Executive Director's Report - John Musso

BOARD COMMENTS

ADJOURN

November 16, 2011

4:30 PM

Board of Directors Meeting

Phone Conference

Core Purpose:

To lead the school business profession by providing growth opportunities and a network of support.

Big Audacious Goal (BHAG):

ASBO is universally recognized, respected, and consulted as the expert in the school business profession.

AGENDA

CALL TO ORDER

ROLL CALL

APPROVAL OF AGENDA

APPROVAL OF MINUTES

ACTION ITEMS

- a. CMAC Appointments
- b. Committee Appointments

PROGRAM UPDATES

- a. Membership, Marketing and Communications
- b. Professional Development
- c. Events
- d. Certification
- e. Corporate Sponsorships

REPORTS

- a. Board Visitation Reports
- b. AEDG Chair Report
- c. CMAC Chair Report
- d. President's Report
- e. Executive Director's Report

BOARD COMMENTS

ADJOURN

December 15, 2011

11:00 AM

Phone Conference

Board of Directors Meeting

Core Purpose:

To lead the school business profession by providing growth opportunities and a network of support.

Big Audacious Goal (BHAG):

ASBO is universally recognized, respected, and consulted as the expert in the school business profession.

AGENDA

Call to Order

Roll Call

Approval of Agenda

Approval of Board Meeting Minutes

- a. November 15, 2011 Board of Directors Meeting

Discussion Items

- a. AM&E Survey Results

Action Items

- a. CMAC Position
- b. HR Committee Leaders
- c. General Counsel Appointment
- d. 2012 Election Manual

Reports

- a. Board Committee Liaison Reports
- b. Board Visitation Reports
- c. AEDG Chair Report
- d. CMAC Chair Report
- e. International Representative Report
- f. President's Report
- g. Executive Director's Report

Board Comments

Adjourn