

**NCASBO Executive Council Meeting
October 17, 2018
Sheraton Imperial Hotel, RTP, NC**

The NCASBO Executive Council Meeting was called to order at 11:00 am Wednesday, October 17, 2018 with President Elect Ken Chilcoat presiding.

Attendance: An attendance sheet was passed around. The attendance was as follows:

Ken Chilcoat – President-Elect, Hyde Co. Schools
Faye Perry - Treasurer, Camden Co. Schools
Julie Masten – Secretary, Person Co. Schools
Freya Cahill – Immediate Past President, Brunswick Co. Schools
Pam Satterfield – Executive Director, NCASBO
Tony Messer – Affiliations Committee, Chatham Co. Schools
Harvey Gay – Historian, Retired
Mary Hazel Small – Fin. Software Committee, New Hanover Co. Schools
Clyde Locklear – School Business Modernization, Cumberland Co. Schools
Deborah Miller – Scholarship Committee, Davie Co. Schools
Ashley Sutton – Website, Duplin Co. Schools
John Kachmarik – Photographer, Retired
Candy Tilley – Region 1 Rep, Dare Co. Schools
Andrew Cox – Region 1 Rep, Elizabeth City/Pasquotank Schools Sharon
Penny – Region 2 Rep, Bladen Co. Schools
Rhonda Turner – Region 2 Rep, New Hanover Co. Schools
Beth Day – Region 3 Rep, Granville Co. Schools
Wannaa Chavis – Region 4 Rep, Hoke Co. Schools
Kelly Jones – Region 4 Rep, Lee Co. Schools
Todd Lowe – Region 5 Rep, Randolph Co. Schools
Jeremy Teetor – Region 5 Rep, Alamance-Burlington School System Seth
Prevette – Region 7 Rep, Wilkes Co. Schools
Heidi Kerns – Region 8 Rep, Rutherford Co. Schools
Bernie Sochia – Region 8 Rep, Henderson Co. Schools
Scott Powell – Past President-Thomasville City Schools
Karen Rogerson – Past President, Martin Co. Schools
Karla Miller – Past President, Catawba Co. Schools
Wanda Mitchell – Past President, Retired
Ruby Pittman – Chapel Hill-Carboro City Schools

Approval of Minutes: President-Elect Chilcoat asked for a motion to approve the minutes from the July 18, 2018 Executive Council meeting. A motion to accept the minutes as presented came from Tony Messer and a second came from Scott Powell and the motion was carried.

Treasurer's Report: Treasurer Perry reported a balance in the checking account of \$28,867.06; a balance of \$517,629.66 in the money market account; and a balance of \$27.09 in the share account; for a total of \$546,523.81 as of October 10, 2018.

Executive Director Communication: Executive Director shared that classes are being offered around the state including Customer Service Training, School Treasurer Curriculum, School Principal Training, Academy classes and Payroll Job Alike classes. In addition, Academy classes will continue in November and December. Fall Conference had 79 people registered, 9 more than last year. Annual Conference registration will open on November 1st with the Vendor Social on Wednesday evening and guest speaker at the luncheon on Wednesday. Academy Graduation will be held Thursday morning. Currently, 25 vendors have registered for the Annual Conference. Application are being accepted for the new Academy co-hort beginning in November.

Committee Reports:

Affiliations (NCASA): Tony Messer reported on active courses from NCASA and a brief call-in meeting.

Joint Allotment Task Force: No report.

Best Practices: No report.

Budget: No report.

By-Laws/Policy: Please let Harvey Gay know of any issues needing discussion before the annual conference.

Chart of Accounts/Financial Reporting: No report.

Conference: Chilcoat reported the conference will be held in the same location for 2019 and 2020.

Financial Software

Serenic: Mary Hazel Small reported that their conference was cancelled due to the storm. They are waiting to see what will happen with School Business Modernization.

EMS LINQ: Ken Chilcoat reported that the LINQ User Conference has been scheduled for November 8 – 9, 2018 in Wilmington.

Historian: No report.

Membership: No report.

Nominations: Cahill, on behalf on the nominations committee, recommended Tony Messer with Chatham Co. Schools as Vice-President. Sharon Penny and Heidi Kerns will head Membership.

Professional Development: Cahill reported that the committee is staying active and looking for offerings members want to have.

SASBO: SASBO's Leadership Conference will be held January 23 – 25, 2019 in Savannah, GA and the annual conference will be held April 30 – May 2, 2019 in Norfolk, VA.

Scholarship: Application is posted on the website.

School Business Modernization: Locklear presented that the RFP is still in process and he is disappointed that no contract has been awarded. Mike Spano will be presenting at the conference and hopefully provided more information. He hopes concerns like 21.5 pay days, installments and cash management requests will be addresses.

Website: No report.

Regional Reports:

Region 1: Unable to meet due to the hurricane.

Region 2: Unable to meet due to the hurricane. Rescheduled for January 25, 2019.

Region 3: Had a joint meeting with the HR Council and Alexis Schauss on September 20th. Next meeting is scheduled for October 25th.

Region 4: Regions 4 & 5 will meet in November.

Region 5: Meets with Region 4.

Region 6: No report.

Region 7: Will meet on October 25th.

Region 8: Will meet on November 15th.

DPI Liaison: No report.

Unfinished Business: None.

New Business: None.

Announcement/Reminders:

January 10, 2019 – Executive Council Dinner

January 11, 2019 – Finance Forum and Executive Council Meeting

February 18 – 21, 2019 – NCASBO Annual Conference

May 10, 2019 - Finance Forum and Executive Council Meeting

July 17, 2019 – NCASBO Summer Conference

July 18, 2019 – DPI Summer Conference

Adjournment: President Elect Chilcoat called for a motion to adjourn. A motion to adjourn was made by Deborah Miller and with a second by Sharon Penny. The motion carried and the meeting adjourned at 12:02 pm.