

**Business, Marketing & Information Technology Education Division**  
**Executive Officer Team Meeting Minutes**  
**November 10<sup>th</sup>, 2022**  
**1:00 a.m. – 4:00 p.m.**

**Call to Order and Welcome**

Call to order and welcome by Michelle Lewandowski, President at 1:18 pm  
Michelle reported we have 436 BMITE members and 68 paying members.

**ODCTE Welcome and BMITE Division Updates**

Mark Burch & ODCTE Staff. Mark introduced the BMITE staff, Region 1: Mark Burch, Region 2: Kyla Hensley, Region 3: Stephanie Hodges, Region 4: Ronda Hill. James Gordan, administrative assistant. Emily Bates, part-time clerk. Mark shared BMITE website is updated.

Total 428 programs; 281 (K12), 147 tech centers. Mark also reported 72 new teachers and a rise in middle school membership. He discussed updates to the BMITE website and CTYou. He showed updated courses and courses that are submitted for academic credit. Discussion on approved courses and OKPromise courses.

**Business Reports**

**Secretary's Report by Jeannette Slater**

Jeannette informed members the Aug 1, 2022 minutes can be found on the website. She called for approval of minutes.

Motion to approve as posted - Dana Stephens

Second - Jonathan Gervasi

Vote - Motion carried.

Michelle Lewandowski shared updates to the BMITE Officer Listing.

**Treasurer's Report by Randy Hessley**

Randy Hessley, the Treasurer, reported that we currently have a balance of \$ 54,780.70  
Shared a paper copy report.

Randy shared we need additional signatures on the checking account. Bylaws state president, ODCTE are required to sign. Randy will draft a letter, provide it to the bank and get the required signatures.

Randy asked about a debit card. Do we want to get one, who would be responsible for the card? Jonathan Gervasi recommends a bylaw amendment to take to the April meeting to present in August to the general membership. Jonathan Gervasi recruited five people to support the policy committee in updating bylaws.

**Randy asked, "What is our official name?" - Michelle is calling for a vote by the membership.**

**Reporter's Report Julie Ballew**

Julie discussed the website. Mark mentioned that we could use Monday Madness to share updates.

### **Regional Vice-President Updates:**

- Region 1 Katrina McDowell/Jeanne Tholen - needs a list of members  
Region 2 Sheila McMurry/Vina Gowdy - needs a list of members  
Region 3 Dayna Stephens/Teresa Karnes - need a list of members. Teachers are asking for assistance with 5-year evaluations.  
Region 4 VACANT/VACANT

**Committee Planning Time:** NONE

### **Committee Goals and Reports:**

a. **BMITE Scholarship Committee Report & Presentation:** normally meets in the Fall, Dean Denton scholarship information has been distributed to the membership.

### **New Business Michelle Lewandowski**

Updating the BMITE Division Bylaws and alignment with OkACTE policies and procedures.- see above.

Comprehensive Professional Council - we have representatives assigned.

Consider electronic voting - assigned to policy/bylaws committee.

Vote on the logo for BMITE, the deadline for submissions - Nov. 1 (there was no submission due to lack of advertising). Jonathan is sending emails asking for submissions.

Motion to accept LOGO's until Feb 1 - Jonathan Gervasi

Second - Jeanne Tholen

Vote - approved.

Motion to add a \$250 cash to first place winner- Jonathan Gervasi

Second - Dayna Stephens

Vote - approved.

Discuss the amount to help ease the cost burden for the Leadership Seminar, and discuss adding to the budget as a line item. Discussed scholarship opportunities.

Discussion of how to market to the membership. Share student stories.

### **Adjournment**

The meeting was adjourned by Michelle Lewandowski at 2:55

Motion to approve - Jeannette Slater

Second - Dayna Stephens

Vote - Motion carried.