

**Business, Marketing & Information Technology Education Division**

**Executive Officer Team Meeting Minutes**

**October 25, 2023**

**1:00 p.m. – 4:00 p.m.**

**Call to Order and Welcome**

Call to order and welcome by Joy Salcedo, President at 12:39 pm

**ODCTE Welcome and BMITE Division Updates**

OK Summit -- Mark Burch gave updates and shared feedback from survey from Summit BMITE Day 2 , and asked for brainstorming on improving Day 2 of Summit next August. After discussion on proposed improvements, a motion was made.

Motion -- to change the start time from 8 am to 9 am, shorten the lunch period, provide lunch for attendees on site and end the day before 4 pm – Katrina McDowell

Second – Teresa Karnes

Vote – Motion carried

Mark also asked for help with creating the gift bags for the Presenters at Summit BMITE Day 2. Julie Ballew volunteered to take on this task.

**New Teacher Academy**

Joy Salcedo discussed giving the new BMITE teachers a Welcome Basket at the New Teacher Academy with some useful items and a BMITE T-shirt. Team discussed and agreed this would be a great gesture and may encourage new teachers to pay dues and become members of the BMITE division.

Motion – to provide Welcome Baskets with T-shirt and useful items to new teachers – Dayna Stephens

Second – Teresa Karnes

Vote – Motion carried

**Business Reports:**

**Secretary's Report by Melody Johnston**

Melody supplied a copy of the meeting minutes from Summit and asked team to review the minutes and let her know of any changes needed. Dayna Stephens stated there was a correction needed on the BMITE Scholarship Committee Report section. She stated It should read "Last year only 1 student applied, and did not receive the scholarship because their teacher was not a BMITE member." Melody called for approval of minutes with the amended changes.

Motion to approve minutes with changes – Julie Ballew

Second – Joy Salcedo

Vote - Motion carried

**Treasurer's Report by Randy Hessley**

Randy Hessley, Treasurer, reported that we currently have a balance of \$60,409.56. The suggestion to create an Amazon Account to allow the President and Treasurer to make purchases as needed for division use was made.

Motion to create an Amazon account to be used to purchase items for Welcome baskets and Presenter gift bags and miscellaneous items needed for division – Katrina McDowell  
Second – Dayna Stephens  
Vote – Motion carried

**Reporter's Report Julie Ballew**

Julie showed the updated BMITE website.

**Regional Vice-President Updates:**

- Region 1 Katrina McDowell/Jeanne Tholen  
Katrina reported they invited teachers in the region to a Welcome meeting and encouraged them to join BMITE, ACTE & PAC.
- Region 2 Daniel Devers/Vina Gowdy  
Vina reported that she and Daniel will set up a meeting for Region 2 members to help recruit more members for BMITE, ACTE & PAC
- Region 3 Dayna Stephens/Teresa Karnes  
Teresa reported that she gave out her contact information at New Teacher Academy and has had many new teachers contact her. They will plan together to send out some information to the teachers in their region.
- Region 4 Meredith Simerly/Angie Littrell  
Angie reported they will reach out and generate more interest and give the teachers contact information.

Darin Lackey suggested a meeting of the Region Vice Presidents should be held to create a cohesive email form to use with different contact information for each region. Katrina McDowell agreed to set up a meeting to start the process and share what she and Jeanne used for their meeting this year.

**Old Business:**

**BMITE By Laws Vote**

Joy Salcedo shared that the ByLaws Vote did pass. Darin Lackey suggested the verbiage of the "voting members" and "total membership" be updated to match the Robert's Rules of Order for votes to pass or fail. He continued there needs to be a semi-audit on the By Laws as there are holes and some things are vague. Joy stated the By Laws & Votes would be on the Spring meeting agenda. It was also suggested that a virtual meeting be scheduled in November to go over the By Laws in more detail.

**BMITE Day at the Capitol – Committee and Timeline**

Joy Salcedo stated that a special committee and timeline be created to advertise and make bags for the attendees. The date has been slated for Thursday, March 28<sup>th</sup>. She would like to have 3 to 4 volunteers who will help with Registration process and be involved on that day to help as needed.

## **Committee Positions**

Joy stated that she now has all committee positions filled as of today.

## **Committee Reports**

### **Increase PAC Membership**

### **New Business**

### **Officer Term Limits**

**Leadership Transitions** – Some discussion on this topic occurred. Darin Lackey suggested a Calendar of Events be created to help with these transitions.

### **Officer Attendance and Participation – local and national levels**

### **SWAG and other membership incentives**

The suggestion for T-shirts to be made with an updated BMITE logo for all members was discussed along with other useful items like portable chargers. Darin suggested polo shirts for the Executive Officers to build unity and also for identification purposes so the members would know who to go to with questions or suggestions.

Motion to create polo shirts for Executive Officer with updated BMITE logo and for T-shirts to be created for division members. – Darin Lackey

Second – Jeanne Tholen

Vote – Motion carried

**November Zoom Meeting** – Joy Salcedo will contact all of the Executive Officer team and set up a time in November when the majority can meet via Zoom.

## **OKACTE Committee Representatives Reports**

**Awards Committee Representative** – Daniel Devers – not present

**Diversity Action** – not present

**CTAC Representative** – not present

**Membership Committee Representative** – Daniel Devers – not present

**Mutual Benevolence Plan Representative** – Karen Montgomery – not present

**Comprehensive Professional Council** – Brianna Godfrey – not present  
Derick Jones -- present on ZOOM

**PAC** – Katrina McDowell/Joy Salcedo (Secretary)

### **Committee Planning Time (Chairs Listed)**

Awards: Daniel Devers/Cindy Adams/Vina Gowdy

Audit: Dayna Stephens/Teresa Karnes

Membership: Daniel Devers – not present

Nominating: Darin Lackey

Policy: Meredith Simerly – not present

Scholarship: Dayna Stephens/Janet Harris/Stephanie Green & Amanda Cameron

Non-Standing Special Planning Committee – BMITE Day at the Capitol: Daniel Devers

### **Closing Remarks**

Joy Salcedo discussed the need for an updated BMITE logo to be created for use on T-shirts and other useful items for NTA -Welcome Baskets and for division use. She asked for help in designing a logo and then would put several up for vote and final selection by team. Joy also mentioned the Spring meeting would be held on April 10<sup>th</sup> and would meet again in the Francis Tuttle Room at CareerTech in Stillwater.

With no further business to discuss, Joy asked for someone to make a motion to adjourn.

### **Adjournment**

Motion to adjourn – Dayna Stephens

Second – Teresa Karnes

Vote - Motion carried

Meeting adjourned at 2:25 p.m.