

Business, Marketing & Information Technology Education Division
Executive Officer Team Meeting.
January 22, 2025 3:30PM - 4:05PM
Virtual Zoom Meeting (Emergency Meeting)

Attendees: Teresa Karnes, Darin Lackey, Jeffery Duncan, Lauri Ables, Katrina McDowel, Julie Ballew, Meredith Simerly, Corbin Allen, Vina Gowdy.

Call to Order: President Darin Lackey called the meeting to order at 3:45 PM. A quorum was established.

Opening: Darin Lackey (President)

- I. **President/Vice President Associated Expenses:** Darin Lackey addressed the president's retreat cost associated with travel. The allocated 100 dollar travel is not enough to cover overnight costs for President and Vice President required conferences. Julie Ballew created a travel reimbursement form. Julie Ballew shared her created form, further discussion took place on the created travel reimbursement form. Darin continued to share ideas on how we could earmark those costs for reimbursement. Further discussion and Darin shared the form via zoom .
- II. **Motion to vote (Reimbursement Darin Lackey President Retreat) :** Adjust the budget for Darin's retreat from 100 dollars to cover his expenses on travel claim. Further discussion on the amount and Darin shared his recent trips cost via zoom. Katrina McDowel moves to adjust the budget for Darin's expenses incurred for the President Retreat. Jeffery Duncan second. All were in favor, no opposed votes. Motion carried through the vote.
- III. **Motion to make an adjustment to the bylaws to accommodate professional travel for President and President Elect:** Darin Lackey shared how we should look at changing the bylaws on the dollar amount for President and President Elect for their travel reimbursements amounts for professional travel. Further discussion took place in regards to what that dollar amount should be. Discussion took place if it should be an exact figure or up to an amount and not to exceed. Jeffery Duncan motioned to approve in the bylaws up to 1,000 dollars for the President and for the President Elect for travel expenses incurred for

conducting business of the division, up to and not to exceed 1,000 dollars. Teressa Karnes seconded the motion. All were in favor, no opposed votes. Motion carried through the vote.

- IV. Discussion about bylaws and updating them: Discussion took place on updating our bylaws to make them more concurrent with OKACTE bylaws. We talked about getting them changed and sent out via electronic vote before the Oklahoma Summit.

Meeting adjourned: Darin Lackey adjourned the meeting at 4:05PM