

Leadership Team Meeting
SkillsUSA Maine
United Technologies Center
January 9, 2010

Members Present:

Don Jalbert – H.S. Director, Hal Casey –Secretary/Webmaster, Darlene Bruns -Treasurer, Deb Gilbert – Conference Coordinator, Valarie Clapp- UTC, Jeanette Vanidestine- LRTC, Sally Thompson – LRTC, Amy Bragg – BRCTC, Andrew Trowbridge – State Officer Advisor, Leilani Cyr – State Officer Advisor, Jess Denis – State Vice President, Clarissa Westleigh – State Secretary, Amy Macomber – State Reporter, Angelica Beek – State Historian, Tyler Hawksley – State Parliamentarian.

Meeting called to order by Don Jalbert at 8:30 am

Secretaries Report:

The secretary's report was presented.

Recommendation: We recommend approval at the February meeting by Deb Gilbert, seconded by Jeanette Vanidestine. Vote Unanimous.

Treasurer's Report:

The treasurer's report was presented.

Recommendation: We recommend approval at the February meeting by Leilani Cyr seconded by Deb Gilbert. Vote Unanimous.

State Directors Report:

2010 SkillsUSA University - We are currently accepting proposals from high-quality presenters of innovative, timely and dynamic educational sessions to be presented at the 2010 SkillsUSA University in Kansas City, Mo. All sessions will take place at the Downtown Marriott or Bartle Hall of the Kansas City Convention Center on June 23rd, 24th and 25th. If you would like to present, please send an e-mail with a proposed topic to Deborah Kenn Tripp at dtripp@skillsusa.org.

Possible topics: local chapter activities; fund-raising; community service; SkillsUSA program of work success stories; business etiquette; communication skills for students; local industry partnerships, etc. These can be best practices (with a local advisor presenting) or an expert in the subject area. If you do not want to present, but you have suggestions for workshop topics, please feel free to forward them to us.

The deadline for proposals is **February 22, 2010**. For more information and a Request for Proposal, go to: <http://skillsusa.org/events/skillsuniv.shtml>.

Sharon Melton Myers Memorial Scholarship - Through a donation from the Sharon Melton Myers Memorial Fund, SkillsUSA and the McMinn County (Tenn.) Vocational Center SkillsUSA Alumni Association are offering a \$500 scholarship to a SkillsUSA student in memory of Sharon Melton Myers. The Sharon Melton Myers Memorial SkillsUSA Scholarship fund will provide graduating SkillsUSA members the opportunity to continue their education in college or technical school.

Candidates can nominate themselves. All nominations must include two letters of recommendation from any of the following individuals: a) instructors; b) SkillsUSA advisors; c) State Association Director; d) Community leader. Nominations must be postmarked by **April 30, 2010**.

For more information and to obtain an application, visit our Web site here:

<http://www.skillsusa.org/students/scholarships.shtml>.

Nominations for the 2010 Alumni Coordinating Committee Elections - SkillsUSA is accepting nominations of qualified alumni for service on the Alumni Coordinating Committee. Nominations are being accepted for the following positions:

- Executive Chair: Open to any registered member of the SkillsUSA Alumni Association
- Region II: Virginia, North Carolina, South Carolina, Georgia, Florida, Alabama, Mississippi, Louisiana, Arkansas, Tennessee, Puerto Rico and the U. S. Virgin Islands
- Region IV: North Dakota, South Dakota, Nebraska, Kansas, Oklahoma, Texas, Missouri, Iowa and Minnesota.

All nominees must be active Annual, Lifetime or Honorary Life members of the SkillsUSA Alumni & Friends Association, and in addition, nominees must have been active members for at least 12 months preceding the date of nomination. You are encouraged to nominate candidates as soon as possible. You may nominate yourself or any Alumni member in good standing. Nominations are due by close of business on **April 15, 2010**. If you have questions, please contact Niki Clausen at nclausen@skillsusa.org or call 703-737-0639. For an application, go to: <http://www.skillsusa.org/supporters/alumni.shtml>.

WyoTech Request - WyoTech, a sponsor of SkillsUSA scholarships, would like to contact states that offer any or all of the following categories in their state competitions: Automotive Service Technology, Collision Repair Technology, Diesel Technology, Marine Service Technology, and Motorcycle Service Technology. Please identify which contests you conduct and WyoTech will be in touch with you with specific scholarship offers. Please send your response to Steve Whitson, regional vice president of WyoTech Operations at swhitson@cci.edu.

Honorary Life Membership or Outstanding Career and Technical Educator Nominations

If you would like to nominate someone for Honorary Life Membership or Outstanding Career and Technical Educator, please submit your nomination by going to the following assigned links and filling out the online application. The deadline for both applications is February 22, 2010.

<http://www.skillsusa.org/educators/outstandinged.shtml>

<http://www.skillsusa.org/about/honlife.shtml>

If you have any questions, contact Marsha Daves via e-mail - mdaves@skillsusa.org or by phone - 703-737-0605.

SkillsUSA Week Events Planned for Teachers and State Directors

On February 10th and 11th, SkillsUSA will be holding a live teacher event and Web conference at the SkillsUSA National Leadership Center to announce the release of the new *ASK: Advisor Success Kit* and the newly updated PDP Online. Executive Director Tim Lawrence will give a SkillsUSA organizational update, and members of the SkillsUSA training team will also update teachers on various SkillsUSA resources.

The teacher meeting will be held on Wednesday, February 10, at 3 p.m. All state directors and instructors are welcome to attend and there is no charge. Attendees will receive a free copy of the new *ASK: Advisor's Success Kit* and other SkillsUSA materials (total value of \$50 or more). To attend, please RSVP to Niki Clausen at nclausen@skillsusa.org.

The national Web conference will be held on Thursday, February 11, at 11:30 a.m. All state directors and instructors are welcome to participate. Participants who register in advance will receive a free copy of the new *ASK: Advisor's Success Kit* and other SkillsUSA materials (total value \$50 or more). To participate in the Web conference, please RSVP to Niki Clausen at nclausen@skillsusa.org.

State Officers:

State Conference Update –The lighting and sound estimate is in and it is \$12,000, which is an \$800 increase from the budget/last years cost of \$11,200. This is due to the difference in the lighting technology now used; a white cyc 40x40 backdrop and 16 color blast led fixtures that can change the total color or partial color of the back as well as see gobos better.

Recommendation: We recommend approval of the requested increase, for a contract cost of \$12,000 by Deb Gilbert seconded by Darlene Bruns. Vote Unanimous.

TV/Video Production Support - The above request does not include TV/video production support and last years cost did not include this support. This paid for from a different line item. NESCOM has shown an interest to provide this support this year. Hal will check with NESCON to see if they will be available this year.

National Anthem – Only have received a few national anthem submissions. All submissions must be submitted to the officer team by Feb 6th. These can be mailed to: Andrew Trowbridge – Hancock County Technical Center – 112 Boggy Brook Rd. – Ellsworth – ME -04605

Color Guard – Once again this year the color guard will be from Nokomas High School JROTC.

Officer Candidates – 3 State Officer positions will be up for election at this year's conference. Applications must be received by February 9th. All officer candidates must also be registered for the conference in order to be an official candidate.

Advisor of the Year – The application packet will be sent out Monday, January 11th by Leilani to the chapter presidents. Applications must be received by February 9th.

State-wide Community Service Project – This years community service project will be “coin wars” for the Maine Veterans Homes facilities in Maine. We are asking each school to locally hold the coin collection and bring a check made out to the Maine Veterans Homes with them to the conference. The checks will be presented during Closing Ceremonies to a representative of the organization.

Other –

Removal of Officer - Due to a violation of the officer contract because Harlow is no longer a student at SMCC or any other college, he has been removed from the officer team. This position will not be filled.

Public Relations – Amy and Angel are working with Hal to get information out to everyone. They have created a Facebook group and are working on redesigning the web site and creating an electronic newsletter.

Old Business:

Conference Registration Packet – The packet was reviewed and changes were made. A couple of questions still remained not answered and will be completed by Monday. The packet will be on the web site and email blasted to all.

On-line PDP testing - The 85 of the questions have been emailed to advisors. The total question banks includes questions that have not been sent, but can be found in the leadership handbook.

Judges Packet – The packet was reviewed and changes were made. The packet will be on the web site and email blasted to all.

National Registration Packet - Don will put it together and get it to Darlene to be included in the medalist packets and will be posted on the web site. We are in the same hotel again this year. This year we want to take a “Maine basket” for the hotel staff as a thank you for all the extra they do for us. Contact Deb Gilbert for more information.

New Business

Leadership Team Vacancies

Applications are available for the following positions on the SkillsUSA Maine website. ([http:// www.skillsmaine.org/documents.html](http://www.skillsmaine.org/documents.html))

State College Director
State Alumni Director
State Treasurer
State Officer Advisor

Other

Tote bags and t-shirt printing – Darlene is working with a company for the possibility of printing t-shirts on demand at the conference. Darlene will also check on having the tote bags printed. A suggestion was made to go up one size on the bags if possible.

College involvement – Concerns were raised about the college involvement and questions were raise as to how do we create a better /larger college presence. A suggestion was made to use college department chairs to help judge state competitions. Also we should start looking at our industry links to help us reach out to the college community.

Upcoming meetings –

February 9	Tuesday	Executive Committee
March 11 and 12	Thursday/Friday	State Conference
April 13	Tuesday	Executive Committee

All meetings are held in the Bangor area.

Adjourn:

Respectfully Submitted:

Harold L. Casey, Jr.