

2023 Summer Inservice
Committee Minutes



Committee: Audit and Budget

Chair: Josh Evans

Secretary:

Committee Members Present:

Jaqui Duran, Levi Stone, Danielle Reynolds, Melissa Oliver, Travis Edwards, Heather Hendren, Nate Lowe, Jesse Miller, Alan Heikkila

Non-Voting Members Present:

Business: (please be advised that the minutes should include maker of motions, 2nder, that debate took place, result of votes and proper wording of the passed motion. Highlighting the motion and results of voting will help clarify the process)

Old Business:

1. Approval of Minutes
 - a. Heather Hendren moves to approve the 2022 minutes, Nate Low seconds, **motion passes.**
2. Review of 2022 Action Items
 - a. Action item from 2022 was to pay Brandi Lewis for CDE rule updates, Alan Heikkila confirmed that she's been paid
3. Financial Report from Alan Heikkila
 - a. Investments
 - i. Nate Low moves to leave investments where they are, Jesse Miller seconds the motion, **Motion passes**
 - b. Budget
 - i. Discuss with Cody about the 2022 Star Grant for \$2200. Has been made an action item on how to proceed with these funds.

Email/Share committee minutes to idahoagteachers@gmail.com upon completion.

- ii. Levi Stone moves raise guest fee to \$75 to cover rising meal costs for guests, Melissa Oliver seconds the motion, **Motion passes**
 - 1. 23-24 budget, As of May 31, 2023, the balance in Checking was \$17,666.72, The Money Market Balance is \$39,124.25
 - a. Levi Stone moves to remove Liability Insurance as a line item. Melissa Oliver seconds the motion, **Motion passes**
 - b. Jaqui Duran moves to remove NAAE convention registration as a line item, Levi Stone seconds the motion, **Motion passes**
 - c. Melissa Oliver moves to add a line item for Neophyte expense, Jaqui Duran seconds the motion, **Motion passes**
 - d. The 2023-24 IATA budget is discussed and set with all committee requests added. Melissa Oliver moves to accept the 2023-24 budget, Nate Low seconds the motion, **motion passes**
 - 2. Committee Funds Requests
 - a. Legislative Committee Requests
 - i. Food Producer Membership up to \$1000
 - ii. Ag All Stars and Strolling Dinner \$600
 - iii. CTE Policy Rep Exec. Board Member \$250 registration
 - iv. Total \$1850**
 - b. Awards Committee Requests
 - i. Frames \$50
 - ii. Ideas Unlimited Winner Travel \$500
 - iii. Ideas Unlimited 2nd Place \$50
 - iv. 25 year belt buckles \$1200
 - v. Total \$1750**
 - c. Professional Improvement
 - i. Workshops and Tours \$2000
 - ii. Food \$100 per person, 8 meals \$13,000
 - iii. IATA Travel \$3850
 - iv. Presenter Gifts \$650
 - v. Total \$19,500**
 - d. Melissa Oliver moves to accept committee funds budget request, Nate Low seconds the motion, **motion passes**

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New Business: Action Items

Motion: I move that IATA purchases a zoom pro account under the Idaho officer email for the total of \$149.90 per year. Submitted by Nicole Lebsack

Rational: We have used zoom several times for officer meetings and events. During this time we have ran into some issues with trying to meet time deadlines required for the free account. If we have the zoom pro account those time constraints are removed. It could also be utilized for committee meetings, the mentor program, or any other programs/Events we host.

Zoom Pro Account:

- Meetings up to 30 hours per meeting
- 100 Attendees per meeting
- Whiteboard 3 included
- Team Chat
- Mail & Calendar
- Client & Service
- Cloud Storage 5GB
- NEW Essential Apps

Heather Hendren moves to adopt a Zoom subscription, for a one year trial, to be added in the miscellaneous line item expenses. Nate Low seconds the motion, **Motion passes**

New Treasurer discussion

With Alan Heikkila soon retiring, discussion was directed to transitioning to a new Treasurer. Under the bylaws, the treasurer is elected by the assembly and serves a five year term. Travis Edwards and Matt Stokes would be willing to consider the position and will be submitted to the nominating committee during a general business session upon their agreement to be nominated. Recommendation to open nominations for Treasurer will be made to the Nomination Committee by Josh Evans.

Star Grant Funds

New grant cannot be applied for until the \$2200 from the 2022 Star Grant is used.

Recommendations for use of the funds include:

- Refer to Mentor Committee on the use of these funds

Overseeing of the funds being used will be assigned to:

- Kyle Nesbitt

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New Chair: Nate Low moves for Josh Evans of Murtaugh to remain as the committee chair, Melissa Oliver seconds the motion, **motion passes**

Note: Be sure to include an action items list with who from your committee will be responsible for motions/activities and committee business.

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