

**Federation of Business Disciplines
Minutes, (Incoming) Board of Directors Meeting
March 12, 2016**

Members in Attendance

Barbara Davis	FBD	President
Kimberly Merritt	FBD	Program Chair
Michelle McEacharn	FBD	Executive Director
Ann Wilson	FBD	Past President
Marshall J. Horton	FBD	Past President
Cheryl Prachyl	FBD	Secretary/Treasurer
Carla Barber	FBD	Placement Director
Sandy Edwards	FBD	Marketing
John N. Davis	SWAM	President
Timothy Wise	SWCRA	President-Elect
Mohan Rao	DSI	President-Elect
Hong Qin	DSI	President
Kishore Kulkarni	SSE	Vice President/Program Chair
Chu Nguyen	SSE	Guest
Irfan Ahmed	ACME	Program Chair
Renée Gravois	ACME	President
Lawrence Silver	SWCRA	President
Ata Yesilyaprak	SSE	President
Robert M. Cornell	AAA SW	Program Chair
Derek Oler	AAA SW	President
Susan Crain	SWFA	President
Susana Yu	SWFA	Program Chair
Skip Ward	ABIS	President
Sherry Rodrigue	ABIS	Program Chair
Laura Valenti	ABC	Program Chair
Susan Jennings	ABC-SWUS	President (incoming)

The meeting was called to order at 9:04. Barbara Davis, incoming FBD President, opened the meeting and asked for introductions.

After introductions, the minutes were reviewed and approved with editorial changes as suggested.

Barbara expressed her appreciation for the association officers and encouraged everyone to attend the meeting in Little Rock in 2017.

Director of Marketing Report

Sandy said she thought the exhibitors were well attended. The “Wheel” was successful and generated a lot of interest. The use of tickets from vendors seemed successful in encouraging attendees to visit with the vendors. All exhibitors except Oklahoma City Visitors Bureau expressed an interest in participating in the conference in 2017. Some of the textbook publishers seemed to have mainly accounting and finance textbooks only. Sandy will encourage the exhibitors to market other texts in addition to accounting and

finance. Vendors did want wifi which was not provided. Michelle stated that Little Rock and Albuquerque both had free wifi in the convention centers. Vendors suggested a dinner when they might make presentations. Poster sessions were well received but it was suggested that they might not cross two time slots so the poster presenters had to miss two sessions. Mohan asked about other publishers and Sandy said she had tried to reach them but had had no success in getting responses.

Director of Placement Report

Carla said that she had many questions that indicated that people were not aware that FBD had a placement center. She suggested that all board members encourage their universities to post placement announcements with FBD. The positions should be available year round rather than just during the conference. She plans to market the program more aggressively to make it more visible and more widely used. Barbara mentioned that there is a private area provided at the conference where employers could hold interviews.

Michelle said that a suggestion had been made to have an “exhibit” like a poster session for the employers be more visible to encourage applications. Carla suggested that we provide instructions on how to post a position or an application in the registration packets.

Secretary/Treasurer Report:

Prachyl stated that the on-line registration made the on-site registration process much easier. We were able to easily provide current numbers whenever the associations requested them. It is possible that association members will be allowed to run their own reports but that functionality is not yet available.

Director of Registration Report

One concern is that people are sometimes registering for the wrong association. The board discussed how we might work to alleviate this problem. One suggestion was for the associations to ensure that those presenting papers have registered for the correct association. Since the database is now more functional, we will be able to provide registration reports to the association officers as needed.

Executive Director Report

Michelle reported that we had met 90% of the guarantee at the start of the conference but we don't have specific numbers yet. The Food and Beverage guarantee was very close and should be all right. Because the food for this venue is relatively inexpensive, it was more difficult to make the guarantee.

The major problems were with Audio/Visual equipment. There were common problems of volume in large rooms bleeding over to other rooms. The biggest issue was with connections. The staff did respond quickly when called.

Program Chair Report

Kimberly is the program chair for the Little Rock meeting in 2017. This is the first time that the meeting has been held in Little Rock. We plan to do additional marketing to schools in the Little Rock area that have not participated when the conference has been at other locations. Little Rock will be a pedestrian friendly venue with several entertainment opportunities with walking distance of the hotel.

Other Business

The FBD officer handbook has been re-written. It will be posted on the FBD website after final editing. The handbook provides details of the duties of each officer and will allow potential candidates to understand the responsibilities of offices for which they are nominated.

The nominating committee is responsible for nominating officers for 2017. The committee is made up of the immediate past president, past president, and past past president. The Board elects two additional members who do not overlap associations with the current officers. For next year, the at large members cannot be ABD, ABIS, AAA, SSE, or SWCRA. The at large members can be from SWFA, SWAM, DSI, or ACME. Kiimberly nominated Renee (seconded by Laura). Susan nominated Sussana (seconded by Skip). There were no additional nominations and both nominees agreed to serve. A vote was held and both Renee and Sussana were elected.

Site selection committee: The locations for 2017 thru 2019 are committed. There will probably not need to be a site selection yet for 2020. However, we need to have the committee in place in case a site visit is needed. The committee includes one board member and one alternative. It is ed, current president, and a board member. To avoid duplication of associations, the at large board member cannot be accounting or finance. Nominations: Marshall nominated Kishoke (seconded by Kimberly). Hong Qin nominated Mohan (seconded by ??). The board voted to have Kishoke as member and Mohan as alternate.

Tax exempt issues – Michelle and Tom have been working to convert from 501(c)6 to 501(c)3. We do not currently qualify but are working on meeting the requirements to become a 501(c)3.

Executive council will be reviewing the by-laws for any revisions and will bring any suggestions to the board. There are no issues at this point.

Operational issues: We would like to have more poster sessions without causing presenters to miss other sessions.

Exhibitor presentations: Each association should encourage attendees to go to exhibitor presentations since the exhibitors provide significant funding for the meeting and sometimes travel great distances.

Recommendations to encourage participation with exhibitors:

- Email those who have already registered.
- Post announcements on website.
- Poster or banner in the exhibit hall.
- Use the monitor in the exhibit hall to advertise the vendor presentations
- Have program chairs incorporate the vendors in a session time if the vendor is association specific.

There being no other business, the meeting was adjourned at 10:30.