

Federation of Business Disciplines
Board of Directors' Meeting
March 9, 2016

Cox Convention Center (Ballroom E, 2:00 p.m.)

Attendees:

Ann Wilson	FBD President (2015-2016)
Marshall Horton	FBD Immediate Past President (2014-2015)
Tom Tolleson	FBD Past President (2013-2014)
Barbara Davis	FBD Vice-President and General Program Chair
Kimberly Merritt	FBD Vice-President and General Program Chair ¹
Michelle McEacharn	FBD Executive Director and FBD Past-President (2007-2008)
Cheryl Prachyl	FBD Secretary-Treasurer
Sandy Edwards	FBD Director of Marketing
Carla Barber	FBD Director of Placement
Treba Marsh	FBD Historian
Mary Fischer	Editor, FBD Journal
Jason Conville	FBD Webmaster
Katherine Boswell	American Accounting Association, Southwest
Derek Oler	American Accounting Association, Southwest
Susan Jennings	Association for Business Communications, Southwestern U.S.
Kathryn O'Neill	Association for Business Communications, Southwestern U.S.
Jim Larsgaard	Association for Business Information Systems
Skip Ward	Association for Business Information Systems
Renee Gravois	Association of Collegiate Marketing Educators
Peggy Lane	Decision Sciences Institute, Southwest
Mohan Roa	Decision Sciences Institute, Southwest
Manjula Salimath	Southwest Academy of Management
John Davis	Southwest Academy of Management
Timothy Wise	Southwest Cade Research Association
Susan Crain	Southwestern Finance Association
Ata Yesilyaprak	Southwestern Society of Economists
Kathleen Klehr	McGraw-Hill Education

**If applicable, indicates participation at board meeting as an observer who does not have voting privilege.*

Special Note: The FBD Executive Director, Director of Marketing, Director of Placement, Historian and Webmaster are non-voting board positions.

¹ Tom Tolleson took minutes for Cheryl Prachyl, Secretary/Treasurer.

President Ann Wilson called the meeting to order at 2:05 p.m. Wilson introduced the Executive Council members and then requested that the remaining members of the Board of Directors (BOD) introduce

themselves. After the introductions were completed, Wilson requested that members be mindful of our meeting time constraints as we discuss the agenda items.

Wilson asked the members to review the minutes from the March 14, 2015, BOD's meeting. McEacharn briefly reminded attendees of FBD voting eligibility. Wilson then asked if anyone had a correction to the minutes. Other than a minor editorial correction, no changes were noted. Wilson then asked for a motion to approve the minutes. Lane made the motion, Ward seconded. Minutes were approved.

Wilson requested that Davis give her report. Davis thanked all of the association program chairs for their hard work! She reported that Boot Camp was in June in OKC, and every program chair attended- a record! Davis reiterated that Boot Camp is valuable to the program and recommended that, if at all possible, program chairs should attend Boot Camp. She recognized her student worker for the design of the program book's front page.

Davis shared that the overall program includes:

2	Plenary Sessions
5	Special Sessions
7	Workshops
20	Panels
180	Paper Presentation Sessions
592	Papers
4	Poster Sessions

Wilson then asked McEacharn, FBD Executive Director, to give a conference update. She stated that as of Wednesday of last week, FBD has met 90% of our room night guarantee and faced no penalty. Our Food and Beverage guarantee was also met until last week when a couple of associations reduced their F & B requests. McEacharn shared that FBD had increased its F&B budget to avoid a penalty.

McEacharn stated that each meeting room will have a screen and projector setup; PSAV is our audio/visual provider and that the current AV bill is approximately \$30000, which is covered by FBD. Microphones are in a couple of meeting rooms where an association has a large number and a food function. McEacharn stressed that no audiovisual changes will be made unless she gives the approval. She said that any association request for a change in A/V must be signed by two officer signatures.

McEacharn pointed out that FBD has a new green initiative; we will ask members to leave badges at the registration counter before leaving the conference.

Question: Is it possible to see computer setups? Discussion followed. McEacharn stated that IT should be able to accommodate older laptops.

McEacharn reported for Kleen that registration is going well; associations should indicate what materials, if any, are to be distributed at registration. At the end of the conference, materials will be discarded unless directed otherwise.

Question: Why do we close online registration?

McEacharn noted that several things must happen- badges must be printed, food and beverage guarantees, materials/supplies, etc. She added that in the future once we have information collected- hopefully we can open up late registration (online).

At the close of her comments, McEacharn shared that we had 599 registrants at the start the conference.

Wilson then asked Prachyl to give her financial report. She stated that so far FBD has collected a little less than \$100,000 and that FBD covers credit card merchant charges for all transactions.

Question: Is it possible for FBD to have a place for the associations on the FBD website? Placement issues might also be part of the association's link to FBD.

Discussion noted that the associations may be challenged to update two websites. Maybe the associations should have just a link on the FBD website.

Question: Does FBD carry liability insurance for officers? Discussion followed. McEacharn noted that Executive Council would discuss this issue. All of the FBD and association officers are volunteers. Perhaps each officer should be responsible for carrying their own liability insurance.

Wilson asked Barber for an update on FBD's placement efforts. Barber shared that placement numbers are down significantly. We currently have no employer listings and only one candidate. She requested that association officers tell their deans and chairs to post with FBD. Placement is open year round. If you are registered for the conference, you can see all employer listings. You can also see applicants. Applicants who have created an online profile may view all of the employer listing details. Only employees who have posted positions are eligible to view applicant details. Applicants are free; employers pay \$100.

Edwards gave her marketing report. She stated that we had 10 exhibitors. Edwards is attempting to contact other vendors; finding the person that says "yes, we will pay for a booth" is a challenge. She wants to go beyond publishers. Her vision is to include all education initiatives.

Our survey indicated that vendors not returning stated there is not enough traffic at the booths. They also stated that they loved the FBD reception.

We are trying a "wheel" of prizes to increase vendor traffic and plan to expand vendor packages.

Marsh gave her report. She stated that this was our third meeting in Oklahoma City. She also shared stats from our previous two meetings in Oklahoma City.

Fischer shared that this past year was the best year for the FBD journal: 7 submissions; 2 published articles and 2 articles currently under review.

Question: Is the journal listed in Cabell's? Not yet. Are you listed with EBSCO? We need an index number. Average review time? Sometimes reviewers are very prompt. Gives about 6 weeks for review. At times, she has to chase reviewers. Revisions take another couple of months. Revisions take longer.

Conville, FBD Webmaster, shared that the FBD website had been completely redone from scratch. It has been built for the future, not just maintained. A “back office” was added. The BOD expressed their appreciation for Conville’s work.

Wilson then asked Marshall for nominations from the Nominating Committee. Marshall asked for a motion to make Barbara Davis, FBD President for 2016-2017. Merritt made the motion, Edwards and Larsgaard seconded.

Marshall reported that there were two nominations for VP and Program Chair-Elect: Suzanne Clinton, SWAM, and Peggy Lane, DSI. Each of the candidates spoke briefly about history with FBD.

A question was raised about the number of female officers. McEacharn reminded the Board that the Call for Nominations was sent in January and FBD counts on the nominations as to interested individuals.

McEacharn discussed strategic issues/initiatives facing FBD. She shared future conference sites: 2017, Little Rock; 2018, Albuquerque; and 2019, Houston. McEacharn also stated that San Antonio is a possibility for 2020.

She then addressed FBD’s tax exempt status. FBD was originally classified by the IRS as a 501 c (6); we need to be 501 c (3). We must be an educator not a conference organizer to receive the 501 c (3) designation. She is currently working with lawyers to obtain the 501 c (3) status. McEacharn also shared that FBD is considering becoming a CPE Provider.

She reported that during the January 2016 FBD Executive Council, the council reviewed and completed extensive revisions of the FBD Handbook. These revisions were “operations” focused, not a revision of the bylaws.

Before the meeting adjourned several announcements were made. Marshall Horton reported that Suzanne Clinton had been elected the new FBD VP and Program Chair-Elect.

The meeting was adjourned at 4:40 p.m.