

APPROVED



Voices for International Business and Education

Minutes

Executive Committee Meeting

Date and Time

Wednesday January 11, 2017 at 6:00 PM

Location

IHSNO Community Room

Voices for International Business and Education http://public.boardontrack.com/VIBE_1

Committee Members Present

C. Allen, M. Roney, S. Retzlaff, S. Thomas

Committee Members Absent

L. Lopez, S. Wilson

I. Opening Items**A. Record Attendance and Guests****B. Call the Meeting to Order**

C. Allen called a meeting of the Executive Committee of Voices for International Business and Education to order on Wednesday Jan 11, 2017 at 6:00 PM.

C. Approve Minutes

S. Retzlaff made a motion to approve minutes from the Executive Committee Meeting on 11-03-16 Executive Committee Meeting on 11-03-16.

S. Thomas seconded the motion.

The committee **VOTED** unanimously to approve the motion.

II. Executive

A. Discussion of Development Committee

Currently Finance and Development are one and the same in the bi-laws. They need to be separate.

III. Consideration of Committee goals not yet approved

A. Discussion of HoS Evaluation Process and Contract Renewal

B. Revision of Bylaws/Policy Manual

A meeting will take place to include Carol, Stacie and Lynette Lopez to review amendments that are due to be updated in the BPM.

IV. Closing Items

A. Adjourn Meeting

S. Thomas made a motion to adjourn the meeting.

S. Retzlaff seconded the motion.

The committee **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:00 PM.

Respectfully Submitted,

S. Retzlaff