**WASBO, INC. BOARD OF DIRECTORS MEETING  
Thursday, September 14, 2017 – 9:30 AM**  
**WASBO Office Building  
4797 Hayes Rd  
Madison, WI 53704**

**WASBO Vision:** *To be the most influential Wisconsin organization for state and national school business management and leadership.*

**WASBO Mission:** *To provide professional development, to foster a network of support and to advocate for funding that ensures outstanding educational opportunities for all children in Wisconsin.*

**AGENDA**

1. Introductions
2. Call to Order

III. Discussion and Action Items - 90 minutes (9:30-11AM) - Jason

1. Strategic Planning – 30 minutes   
   1. 2017-18 SMART Goals – Jason/Pat
2. [Review 2017-18 SMART Goals](http://www.wasbo.com/images/wasbo/documents/1/board/2017.06.07SMARTGoals.pdf)
3. [Review of WASBO Mission](http://www.wasbo.com/)
4. [Review Succession Planning](http://www.wasbo.com/images/wasbo/documents/1/board/SuccessionPlanPolicyRecapRoadMapJobDesc.pdf)
5. [ASBO ELF Purpose of attending](http://www.wasbo.com/images/wasbo/documents/1/board/2017.09.15ASBO_ELFPurposeOfAttending.docx)

2. Executive Director Monitoring Reports (motion for each monitoring report)   
 a. [EL 2.2 Treatment of Members](http://www.wasbo.com/images/wasbo/documents/1/board/2017.09.14INCMonitoringReportEL2.2TreatmentOfMembers.pdf) b. [EL 2.3 Treatment of Staff](http://www.wasbo.com/images/wasbo/documents/1/board/2017.09.14INCMonitoringReportEL2.3TreatmentOfStaff.pdf)   
 c. [EL 2.4 Financial Planning and Activities](http://www.wasbo.com/images/wasbo/documents/1/board/2017.09.14INCMonitoringReportEL2.4Financial.pdf) – 2016-17 YTD Profit and Loss – Balance Sheet  
   
3. [Board Monitoring Reports](http://www.wasbo.com/images/wasbo/documents/1/board/2016.09.14BoardMonitoringReport.docx) – [Board Policy Governance](http://www.wasbo.com/images/wasbo/documents/1/board/2016.04.13BoardGovPolIncSucPlan.pdf) (motion for each monitoring report)  
 a. [GP 4.6 Board President-Elect's Role](http://www.wasbo.com/images/wasbo/documents/1/board/2017.09.14INCMonitoringReportGP4.6PresElectReport.pdf) - [Eagle Institute Report](http://www.wasbo.com/images/wasbo/documents/1/board/EagleInstituteReport.pdf) – Kent Ellickson  
 b. [GP 4.8 Board Treasurer’s Role - Treasurer’s Report](http://www.wasbo.com/images/wasbo/documents/1/board/2017.09.14INCMonitoringReportGP4.8TreasReport.pdf) – Ken Mischler  
 i. [2016-17 YTD Profit and Loss](http://www.wasbo.com/images/wasbo/documents/1/board/Inc-2016-17_ProfitLoss_6-30-17.pdf) – [Balance Sheet](http://www.wasbo.com/images/wasbo/documents/1/board/Inc-2016-17_BalanceSheet6-30-17.pdf)  
 ii. [2017-18 YTD Profit and Loss](http://www.wasbo.com/images/wasbo/documents/1/board/Inc-PL_2017.07.31.pdf) – [Balance Sheet](http://www.wasbo.com/images/wasbo/documents/1/board/Inc-Balance_2017.07.31.pdf)

B. Board Business – 20 minutes

1. [Approve Audited Financials](http://www.wasbo.com/images/wasbo/documents/1/board/IncAuditedFinancials_06-30-17.pdf) - [2016-17 YTD Profit and Loss](http://www.wasbo.com/images/wasbo/documents/1/board/Inc-2016-17_ProfitLoss_6-30-17.pdf) – [Balance Sheet](http://www.wasbo.com/images/wasbo/documents/1/board/Inc-2016-17_BalanceSheet6-30-17.pdf) (motion)  
2. [Approve Inc 990](http://www.wasbo.com/images/wasbo/documents/1/board/WASBO_INC_DRAFT_FORM990_6-30-17.pdf) (motion)

3. [Board Newsletter Article Schedule](http://www.wasbo.com/images/wasbo/documents/1/board/2017.18NewsletterSchedule.docx)

IV. Information, Reports & Communications — 45 minutes (11-11:45 AM)

*Forward specific questions of certain individuals to Woody who will ask that they be incorporated in their reports.*

A. External Sources – 30 minutes

1. DPI Report, Bob Soldner – 10 minutes

2. SAA Legislative Report, John Forester – 10 minutes

3. ASBO Report, Woody Wiedenhoeft – 5 minutes   
 4. Communications, Woody Wiedenhoeft – 5 minutes

B. Internal Sources – 15 minutes

1. Staff report, Woody Wiedenhoeft – 10 minutes

a. WASBO Office Staff

b. [Committee Reports - Board Liaison Assignments](http://www.wasbo.com/images/wasbo/documents/1/2017.18_CommiteesActionTeams_BoardLiaisons.xls)

c. [Regional Reports – Regional Liaison Assignments](http://www.wasbo.com/images/wasbo/documents/1/2017.18_Regionals_BoardLiaisons.xls)

Woody Wiedenhoeft and Board members – 5 minutes

2. Communications back out to Constituent Groups – 5 minutes

a. “Board Briefs” post-meeting e-mail to all members

b. [Talking Points](http://www.wasbo.com/images/wasbo/documents/1/board/2017.09_RegionalTalkingPoints.docx) (more in depth) for regionals, and other groups

V. Consent Agenda – 5 minutes (11:45 AM-11:50 AM) (motion)

A. [Approval of June 7, 2017 Board of Director Meeting Minutes](http://www.wasbo.com/images/wasbo/documents/1/board/2017.06.07_Minutes_Inc.docx)

B. [File New Members (June 1 to August 31, 2017)](http://www.wasbo.com/images/wasbo/documents/1/board/NewMembersJune1_Aug312017.pdf)

C. Receive and File Financial Reports

1. [2017-18 YTD Profit and Loss](http://www.wasbo.com/images/wasbo/documents/1/board/Inc-PL_2017.07.31.pdf) – [Balance Sheet](http://www.wasbo.com/images/wasbo/documents/1/board/Inc-Balance_2017.07.31.pdf)

D. Communications

1. None

VI. Next Steps/Assignments/Future Agenda Items – 10 minutes (11:50 AM-12:00 PM)

B. [Future Meetings Schedule and Agenda Topics](http://www.wasbo.com/images/wasbo/documents/1/board/2017.18WASBO_Board_Meetings.docx) – 5 minutes

1. November 8, 2017 – Conference Call
2. Approve 990 (if needed)
3. December 14, 2017 – WASBO Office Building
4. Budget – approve dues and fees
5. Final Audit Approval if needed
6. Review results Succession Planning Survey (email to board in November)
7. Review Policies (process?)
8. Monitoring Reports
9. February 15, 2018 – WASBO Office Building
10. Final Budget Approval including Dues and Conference Fees
11. Select award recipients
12. Mentorship Update
13. Monitoring Reports
14. April 5, 2018 – WASBO Office Building
15. Strategic Planning
16. Board Self-Evaluation Results (email to board late February)
17. Appointed director position discussion
18. Executive Director Contract
19. Monitoring Reports
20. June 7, 2018 – WASBO Office Building
21. New Director Orientation (June 6, 2018)
22. Establish board meeting dates
23. Incoming and Outgoing Board Meet Together
24. Committee and Regional Chair Board Liaison Appointments *(President-Elect)*
25. Monitoring Reports

VI. Meeting Debrief – 5 minutes (12:00-12:05 PM)

Please contact the WASBO office if you cannot attend or would like to attend by conference call.