

## **ICHRIE ANNUAL BUSINESS MEETING AND OFFICER INSTALLATION**

**Friday, July 26, 2024**

**Le Centre Sheraton, Montreal, Quebec, Canada**

1. Introduction of Mission and Values – Chrystel Masdupuy
2. Recognition of Past Presidents – Chrystel Masdupuy
3. Introduction of Board of Directors including Fed presidents, committee chairs, executive editors of journals, ESD board of governors & faculty advisors, SIG chairs, ICHRIE Staff – Chrystel Masdupuy. It has been a privilege to work with the staff and need to recognize how hard they work.
4. Call to Order - President, Chrystel Masdupuy at 8:14 am ET
5. Approval of agenda – Motion made by Susan Bagnera, Second by Andrew Moreo, all approved, motion passed.
6. Approval of July 2023 Annual Business Meeting Minutes – Secretary, Jean Hertzman. Motion by Susan Bagnera, Second by Po-Ju Chen, all approved, motion passed.
7. Treasurer's Report for 2023 – Lisa Slevitch, Treasurer
  - a. Net revenue - (\$108,3932)
  - b. Membership - \$187, 376 (\$224 below budgeted but membership grew from 2400 in 2022 to 2800 in 2023.
  - c. Conference revenue - \$354,211 (\$17,840 below budget)
  - d. Administration revenue - \$35,490 (\$21,810 below budget).
  - e. ESD revenue - \$43,510 (\$38,030 below budget)
  - f. Net Assets - \$6156,843.48 (increase of \$14,347)
  - g. For 2024 there is a more conservative approach to budgeting. Conference has better attendance and expenses have been controlled better.
  - h. Need suggestions for new revenue sources
  - i. No questions asked
  - j. Motion to approve the Treasurer's Report made by Ralf Burbach, Second by Jean Hertzman, all approved, motion passed.
8. Future Fund Report – Bob Bosselman, Co-chair
  - a. Future Fund Net Funds - \$149,209.85
  - b. Sponsored 8 graduate students to attend conference
  - c. 2023 Revenue - \$5,417.50
  - d. Bob described the Legacy Fund initiative which was also presented at the opening session.
  - e. Looking for new people for FF committee, he and Fred May are co-chairs, report directly to the Treasurer

9. Chrystel discussed that she and Kim Williams performed an annual review for Fran Brasseux which was positive.

Chief Executive Officer Report – Fran Brasseux

- a. She is beginning her 4<sup>th</sup> year. She thanked Joy Dickerson, Ralf Burbach, Chrystel Masdupuy, Kim Williams, and Reg Foucar-Szoki for their help and mentorship
  - b. Over 200 volunteers built the last 5 year strategic plan. They worked to implement it.
  - c. Membership grew from 700 to 2840, ESD advanced schools and member benefits. There are over 100 ESD schools and 1500 students, Introduced Industry Advisory Council.
  - d. Organizational Culture – Changes of staff, relocated office in May to shared office center, Changed IT support and phone service – saving \$1000 a month in rent and over \$700 for IT and cloud based data storage. Thanks to Darla Hancock and Mary Richards for all their work, especially on conference.
  - e. Research Agenda – Worked with Director of Research and editors to renegotiate contracts and JHTC now published by Sage. Helped introduce SHA and sustainability partnership
  - f. Teaching & Learning – Added Creative Teaching Lab to conference, working on new simulations and certifications available to members.
  - g. Former accounting contractor Lyall Shank retired and hired new RCG financial management group. Benefits – reduced fees, check writing is on Bill.com, accounting with Quickbooks, consolidated accounts to one bank – Truist and Morgan Stanley. Will get back on track with monthly financial reports to board and for federations.
  - h. Thank you to all involved with ICHRIE and for all time volunteered.
  - i. No questions asked.
10. President's Report - Chrystel Masdupuy
- a. It has been a powerful year with many projects and a truly global conference
  - b. Thank you to all board members, SIG chairs, journal editors, sponsors, ICHRIE staff members, Special thanks to Catherine Johnson and Joy Dickerson. Thanked Birgette Jorgenson for Creative Teaching Lab. Donna Albano for ESD. Also thanked future husband, David.
11. Vice President's Report – Kim Williams
- a. Thank you to Chrystel, all Federation VPs who will be sworn in as presidents
  - b. Creating repository of documents to aid continuity of Knowledge
  - c. Dean and Directors Program Planning
  - d. Working on Strategic Plan 2025 – 2030 – will work off last one which is still very relevant
12. Immediate Past President's Report – Ralf Burbach
- a. Chaired and thanked people on nominating and awards committees
  - b. Is glad to be joining the rank of past presidents
  - c. Hosted Past President's Council Meetings
13. Secretary's Report – Jean Hertzman
- a. Thank you to Federation Secretaries who serve on the bylaws committee and met to discuss best practices.
  - b. Two sets of bylaws amendments had been sent to the membership through email and the ICHRIE e-newsletter.
    - i. Board position changes – Motion to approve by Lisa Slevitch, second by Ralf Burbach, no discussion, all approved. Motion passed.

- ii. Other changes – Motion to approve by Ruth O’Rourke, second by Jeff Lolli, no discussion, all approved, motion passed.

14. Old Business – None

15. Chrystel thanked outgoing board members

16. Installation of Officers and Board of Directors Members – Led by Joy Dickerson

- a. President – Kim Williams
- b. Immediate Past President – Chrystel Masdupuy
- c. Vice-President – Perry Hobson
- d. Treasurer – Andrew Moreo
- e. Secretary – Jean Hertzman
- f. Catherine Johnson, Director of Conference
- g. Berkita Bradford, Director of Conference
- h. Ruth Smith - Director of Education
- i. Donna Quadri-Fellitti - Director of Marketing
- j. Eric Olson - Director of Member Services and Development
- k. Ken Tsai - Director of Networking
- l. Minwoo Lee - Director of Research
- m. Donna Albano - ESD Board Chair
- n. Lawrence Fong -APacCHRIE Presidnet
- o. Florian Aubke - EuroCHRIE President
- p. Noel Criscione-Naylor, NENA CHRIE President
- q. James Arthur Williams - SECSA CHRIE President
- r. Lu Zhang – Central CHRIE President
- s. Michelle Millar - West CHRIE President
- t. David Schweiger, Board Representative Community Colleges, Vocational and Technical Schools, and Secondary Institutions

17. Message from the New President – Kim Williams

- a. Thanked Joy Dickerson
- b. Discussed comments that she has received about position at the conference. We have opportunity to honor past, focus on the present and choose plan for the future. Represent large amount of people from diverse cultures, viewpoints, and communication styles connected by ICHRIE. What do we want our legacy to be? So many questions with so little time. She is honored and humble to be elected leader. Thanked her husband, son and daughters and grandson, mother and father. Dean Jana Halley, UNT faculty, ICHRIE office staff, ICHRIE board and friends.
- c. Special thank you and certificates to Interns, Photographers, Co-host ITHQ, and Support Team

18. Motion to Adjourn by Jean Hertzman, Second by Ralf Burbach, all approved. Meeting was adjourned at 9:25 ET.