**Minutes of the NCBEA Leadership Cabinet Meeting, November 30, 2023, 5:00 pm ET, 4:00 pm CT**

Attendees: Tom Mays (chair), Teresa Bentz, Tonya Skinner, Molly Wickam (secretary)

Missing: Lacy Bugielski, Todd Williams, Karen Hirschy

Visitor: Joe McClary, NBEA Executive Director

Tom called the meeting to order and thanked NBEA Executive Director Joe McClary for agreeing to come to our meeting today. The topic is how and whether to dissolve NCBEA.

Joe described the process of dissolving NCBEA. NBEA has a non-profit attorney to help dissolve the 501c3 organization. This will cost $750 to $1,000 and NCBEA would pay for that out of our remaining funds. The dissolution takes about a month. We would get a certificate of dissolution and NBEA would file that. The earliest we would probably dissolve NCBEA become a regional cabinet would be about July 1, 2024, and this would coincide nicely with NBEA’s fiscal year which begins July 1.

NCBEA would need a board resolution, and board meeting minutes, and a vote, to dissolve the organization. We would need to comply with the disposition of assets language that is in our bylaws.

We have to give 30 days’ notice of a general meeting, and have the meeting, to vote to dissolve the organization. A quorum isn’t required so whoever shows up to that meeting votes.

NBEA would appoint a cabinet for the NCBEA region. The cabinet would do business either online or at a “caucus” at the annual convention. The main role of the cabinet would be to elect the NBEA board member from our region who would serve on NBEA. If no one wants to be on the cabinet, NBEA will find people. The cabinet would approve its own policies and procedures, and NBEA has a template for policies and procedures that we can adopt.

The remaining funds in our two accounts will go to NBEA who will restrict that money for the NCBEA region. The cabinet would decide how to spend that money.

Tom thanked Joe for visiting our meeting, and Joe left the meeting. Tom, Teresa, Tonya, and Molly then held a discussion. We all agree we need to dissolve NCBEA. We all agree we want to have a cabinet that represents our region. Tom and Teresa want to be on the cabinet; Tonya and Molly are not sure that they want to be on a cabinet.

There is a “checklist” Joe has created that helps regions dissolve, and Tom will request that checklist from Joe.

We decided to keep our next regularly scheduled board meeting on the schedule and invite the membership to join that meeting. We believe Sue Elwood has a list of members and Tom will get that list so he knows who to invite to the meeting. The next regularly scheduled board meeting is January 25, 2024, at 5 pm ET, 4 pm CT. The Zoom link is: [https://bethel-edu.zoom.us/j/88108656011?pwd=QWNLWkJwRUJkNVJ1dHJKRXpQdUI2Zz09](https://www.google.com/url?q=https://bethel-edu.zoom.us/j/88108656011?pwd%3DQWNLWkJwRUJkNVJ1dHJKRXpQdUI2Zz09&sa=D&source=calendar&ust=1701816205871338&usg=AOvVaw1B0ZOfMesDhXxLTika1Rxy)

Tom thanked board members for coming and adjourned the meeting at 5:45 pm ET, 4:45 pm CT.