Purpose: To approve REB Meeting minutes and get updates about National Leadership Conference (NLC), Regional Leadership Conference (RLC) and Fall Regional Conference (FRC).

Accomplish: To approve REB Meeting minutes and leave with an understanding about National Leadership Conference (NLC), Regional Leadership Conference (RLC) and Fall Regional Conference (FRC).

Total Agenda Time: 2 hours 0 mins
Actual Meeting Time: 2 hours 30 mins

Agenda
I. Meeting Called to Order + Roll Call
II. Old Business
   A. Adoption of the Agenda
   B. Approving Minutes from 06-23-2020 REB Meeting & RTM Week II
III. New Business
    A. REB Check-in
    B. National Leadership Conference (NLC)
    C. Regional Leadership Conference (RLC)
    D. Fall Regional Conference (FRC)
    E. Open Discussion
IV. Meeting Adjournment

#StaySafe #StayHealthy #StayPositive *We will get through this together*
Meeting called to order at: 8:30 PM EST by Phoebe Ato

(* = excused)

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<tr>
<th>Position</th>
<th>Name</th>
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<td>Shanae Butler</td>
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<td>Advisor</td>
<td>Joshua Virgin-Bryan</td>
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Old Business

- Adoption of the Agenda

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<td>Maker: Benjamin, Seconder: Sarah</td>
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- Approval of Meeting Minutes

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New Business

- REB Check-In- Vice Chair (Kyra-Lee)
  - Name a Regional Directive and describe how it applies to your role
    - Isabella - Establishing Our Presence. Important as T.O.R.C.H Chair that NSBE is not only reaching out to membership (NSBE Jr, Professional, & Collegiate) but also members of other communities. Making sure that members of other communities that are often neglected are getting help and exposure to STEM.
    - Sami - Reform Our Framework. Specifically as Tcomm, using the website to our advantage of getting the right information out to the membership and making sure they have all the information they need to succeed and put forth our directives there as well. Reworking the website to ensure it is as clear and concise to membership.
    - Shanae - Reform Our Framework. Looking at how this year has changed significantly in #StaySafe #StayHealthy #StayPositive *We will get through this together*
terms of the planning and production of FRC, looking at the bylaws and how we can fiddle with it to work in our favor, and how we can use the ideas we have for this year that do happen successfully to produce much more effective workshops and conferences for the entirety of the Region.

- Benjamin - Reform Our Framework. Chapter development; in terms of mentoring Chapters finance zones during this time on managing their finances.
- Kwaku - Reform Our Framework. Big part of his role, especially this year is to ensure all of our policies are clearly stated, plain and well communicated throughout the board.
- Kyra-Lee - Uplift our Members. As a membership zone lead and as Vice Chair, it’s important that we uplift our members during this time in all capacities and that we are continuing to help them grow as leaders in their positions and roles. For us, continuing to make our mark.

- National Leadership Conference (NLC) - Vice Chair (Kyra-Lee)
  - How is it going for everyone? Any notes on the virtual platform thus far (pros/cons)?
    - Dia: Fine. Kind of sad because you’re not really able to interact with people, at least based on day one.
      - Have to click a link to go to a zoom meeting to form breakouts to connect with other people.
      - There’s a Q&A function but she Q&A’d it and nobody A’d back. Not sure what’s going on with the backend.
      - Was nice to be in the breakouts. Kind of zoned out in them, especially with the open session with just watching videos and not hearing back.
      - Rewatching the videos is a great opportunity so she can make sure she gets the information.
    - Nogaye: Same. Going pretty well. Everything is organized and set thus far. Couple things she noticed:
      - Feels like she’s in a lecture class. No responses or interaction. Just watching a screen.
      - Thinks it was organized and with a schedule set-up, it was easy to get to the next session and know where it takes place. Props to that.
    - Jalen: Dia kind of put it on point in terms of the involvement during Open Session. Don’t think there’s much to change on that to have a better platform where people can speak.
      - Organizationally, he thinks it’s good with the breakout sessions. Pretty easy to access each potential meeting that will happen at a conference.
    - Sarah: It’s going; that’s for sure. Was hoping for more interactivity. Finding out if this was their choice or if the platform does not allow for that.
      - For us to go to individual sessions, they had to use zoom so what’s the point of using the platform?
      - First two hours were “meh.” Wasn’t really captivating but she enjoyed the breakout sessions.
    - Karisma: Similar to Sarah where the first two hours were “meh.” Was just watching a long lecture/commercial. Wasn’t captivating. Breakout sessions were really good. Didn’t get to turn on cameras or anything, TV’s were just playing.
      - Platform is well organized and very appealing. Chat option would be better.
    - Sami: Just being talked to like that in the beginning wasn’t really engaging. To Jalen’s

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point, she really likes the set-up of the platform in terms of usability. Breakouts will be very useful in terms of conferences.

- Kimberly: Haven’t really gotten a positive experience with NLC thus far. Haven’t felt the connection with the counterpart in zone breakout since the video was off. Kind of disappointed she paid $30 for that.

- Shanae: Some issues getting in so she didn’t experience the entirety of the opening session.
  - From the little that she did experience, felt like she was being hypnotized. Talking and commercial music playing in the background.
  - The messages that they were trying to convey became very much like a running act. Felt like it was so non-stop that she couldn’t garner the point. Understand they were trying to get a lot of information across, but none of it got to her.
  - The zoom breakout rooms were cute.
    - Kyra-Lee: We do like cute vs ugly so.

- Kyra-Lee: To Madam Chair, can you talk about your experience at NLC thus far and how it compares to the first day last year?
  - Phoebe: It’s going well. However, when Region II dragged us in the chat that was like “okay we have to respond.” The admin breakout session was okay. Didn’t feel like she got anything. Felt like the content was pretty broad. Check-ins with Chair and Parliamentarian were pretty good.
    - Last year was similar with the general open session presenting the directives. The strategic plan was not introduced last year but this year is unique since it’s being renewed. Usually renewed every five years.
    - Agenda looks the same pretty much except they were in downtown Atlanta where there was nice food.
    - Kweku: So general session was in the same sense with them speaking to you, not interactive?
      - Phoebe: Yeah. That’s how general sessions will probably always be, them speaking at you.
  - Kyra-Lee: Thanks to everyone with their feedback about NLC thus far. Do understand from messages she saw on GroupMe that Region II was a little out of pocket.
    - As she told us already, when we win Region Supreme, all of what they said is not going to matter anymore.
    - So for now just laugh at them. We already know what to do since we came correct at them.
    - She sees NLC going well for everyone.

- **Regional Leadership Conference (RLC)-Treasurer (Sarah)**
  - Annual Convention RLC
    - Sarah: As we know, RLC is an annual convention in August.
      - Based on details of the President’s Call, a lot of Chapters are not registered/not planning to attend the annual convention in August.
      - Idea came to host a Regional RLC.
    - Phoebe - Brief Summary of Annual Convention RLC:
      - A lot of questions we may ask pertaining to this topic, she may not have the answers to.

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• Trying to set up a call with Briana Wilson, the NLI Chair but when trying to reach out to her, Phoebe didn’t realize that she is currently taking the MCAT.

• Timeline
  ○ July: Begin marketing for webinars + release pre-work for webinars (if any)
  ○ Late July: Webinar Rehearsals
    ■ Not sure who the parties involved in this.
  ○ Early August: Launch Webinars (Positionals, Cross Functional, Shadow Initiative)
  ○ Early/Mid August: Release pre-work for Convention content (if any)
  ○ August 19th-23rd: NSBE46 - (Do not know when during the conference RLC will be happening)
    ■ Something to find out as well.
  ○ Regional Networking @ Annual Convention (on our own)
    ■ We need to decide if we want anything separate to occur so we can inquire about space by deadline (TBD)
      ◦ Phoebe did ask for Curtis to start a Call for Workshops on behalf of the Programs zone.
      ◦ Does not seem like we have a limit to the number of workshops.
    ■ We would market this

○ Region 1 RLC
  ■ Nogyae: Thinks this is a good idea to set ourselves apart from other Regions.
    ◦ Thinks we need to collect information from Chapters though like a survey so that we’re making events people want to attend.
  ■ Sami: Thinks it’s a good idea. Good opportunity to be more interactive with leaders compared to the experience it may be at the current annual convention.
  ■ Sarah - RLC Chair:
    ◦ Sarah: Something to point out is that we do not have a RLC chair. Since this person will be under Finance and Programs, she and Curtis will take the lead.
    ◦ Kweku: Interested person from his school interested in being RLC Chair. Very good work ethic so interested to see her application.
      ◦ Kyra-Lee: Woop woop! We love to see it!
      ◦ Sarah: Is her application in?
      ◦ Kweku: Not sure. We can maybe speed up the process to appoint her though. Hold on that, she has to interview so maybe not. Will get back to everyone on this.
      ◦ Sarah: Yeah so in the meantime, she and Curtis will take lead.
  ■ REB Interest? - Planning Committee
    ◦ Sarah: We would need a committee. The committee mostly includes general members but given that we are in July, the process to find a committee is not feasible so it would make sense to utilize the REB.
      ◦ REB would be the place to train members on their positionals, cross-functionals, etc.
    ◦ Sarah and Curtis as lead. Committee includes:
      ◦ Kweku

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Timeline?
- Sarah: Would be best to have the committee in by the end of this week to get the ball rolling.
  - RLC is not just RLC Chair or committee, but also the presentations that we make. Information on when to submit presentations will also be determined soon and also with the RLC Chair.
- Weekend best to host our RLC?
  - Week after annual convention

Platform
- Platform would be zoomed since RLC doesn’t extract more than 150 people including the REB.
  - Zoom platform fits 300 people.
  - Zoom has capacity for 50 people?

Finances
- In terms of Finances, it would make sense to make this free since annual convention is going on and the time that we are in with COVID and the race relations. Also since we will be asking to pay for FRC.
- Kweku: How much was RLC last year?
  - Phoebe: Under $100.
- Kimberly: Agrees that the cost should be 100% free especially if there’s no travel and food, just a virtual interactive training session. No questions should be surrounding that.
- Nogaye: Since we are looking to have a free conference, there are no additional costs to hosting on zoom right?
  - Sarah: Our zoom platform is adequate for the conference.

Questions
- Jalen: Knows there will be more clarity. However, he concerns that tasks we will be assigned for at the annual convention RLC may overlap with our RLC. Something to put out there.
  - Phoebe: Most of our leaders won’t be at annual conventions so this shouldn’t be a big problem. We should be comfortable with putting whatever.
  - Isabella: In that case, would we still be training leaders at RLC?
  - Phoebe: This is what she wants to clarify more with Briana. Will present the information when they connect.
- Phoebe: To Dorothy’s point of why we are planning two RLCs, in terms of planning a conference this is something a lot and wants to ensure we know what we’re getting into. This will be a very collaborative space.
- Kimberly: Can we have the numbers of who from Region I is registered for conference?
  - Phoebe: Is finding this out.
- Kyra-Lee: Are we looking into other platforms? Zoom doesn’t let people jump in and out of breakout sessions. How is this looking?
  - Sarah: Zoom would be our best option in making this free. Will look into this.
- Dario: There’s no line item budget for RLC. So whatever we are looking to do will have

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to be at no cost for us. When we go into making the agenda, look at what is being done for the annual convention.

- **Fall Regional Conference (FRC)- FRC CPC Chair (Shanae)**
  - **Goals for the conference**
    - Themes - still a work in progress. Looking to involve the Regional directives and her personal goals. If anyone has suggestions, let her know. They’re looking pretty kindergarten right now.
    - **Considerations:**
      - Actualizing your future with VISION
      - Be Seen and ESTABLISH YOUR PRESENCE (even online)
      - Fulfilling OPPORTUNITIES
  - **Functional Goals**
    - Provide value-adding workshops and content in alignment with majors represented in the region.
      - Shanae should have access to breakdown of the majors to ensure the workshops are suited for these majors.
    - Facilitate membership connection and encourage the interconnectedness of the membership.
      - Mimic this as close as possible to the in-person conference.
    - Ensure that the entirety of the REB feels involved and appropriately represented in the decision-making and realization of this conference.
      - Wants the process as smooth as possible for everyone and ensures that we all are represented in the planning process.
  - **Personal Goals**
    - Succeed in the formation of a committee.
    - Find suitable and available conference+hotel spaces for 2021 and beyond.
      - We should start looking at these options now.
    - Allow for the integration of workshops and programming which can interweave the US, Canadian, and International chapters.
      - Everyone has the same experience regardless.
      - We need to start speaking to these chapters.
    - Explore the potential for integrating online workshops into future conferences to make for easy access for international chapters and those who can’t travel.
      - Not focusing everything in one area.
      - Requires constant membership committee.

- **Steps moving forward, FRC Planning Calls**
  - **Getting a committee together**
    - Swing people her way if you know anyone. Applications are being finalized as she speaks.
  - **Deciding on either cancelling or moving the contract**
    - Something that makes Shanae’s blood run because this decision needs to be made.
  - **Getting the proposal out to the companies**
    - Incorporating ideas from the Programs Zone
  - **Developing a skeleton agenda**
  - **Deciding on either having one week of programs or dispersed programming**

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- The bylaws require a conference; may be replaced with a definite career fair and intro session with dispersed programming.
- Works for her as a student and her chapter expressed this as well.
- Can have a day long conference with programs scattered throughout the year.

■ FRC Planning Calls
- Hope to start before the end of July so as to not use REB meeting times to discuss FRC. Maybe twice a month to start?
- Have to get her ducks in a row first.

○ Collaboration with the REB, What is needed from the REB?
  ■ Finance Chair
    - Parlay with Companies
      ○ We need to decide on what to ask from or offer the companies for their sponsorship.
  ■ Comm Zone/Membership Zone
    - Distribution and advertisement of the committee app, the call for workshops and maybe surveying membership for ideas on future event spaces.
    - Continue engaging with membership on social media.
  ■ Treasurer and Finance Zone
    - Cost of use of platforms in the case of extended programming and what it would take to break even.
    - Setting of rates.
  ■ Programs Zone
    - How do we do competitions and move programming online? Do we do more programs requiring engagements which last longer?
    - Workshops to benefit people.

○ Questions
  ■ Kwaku: In terms of year round programming, thought about Senators meeting but believes this can be a regular meeting.
  ■ Jalen: Year Round programming that builds up to the conference will be a dope thing.
  ■ Kyra-Lee: Thinks this is also a good idea, also with Spring Business Meeting for the next semester. Don’t forget about the other conferences as well.
    - FZCs will be taking place during the weekends in October. Stay tuned for more details on this.
  ■ Desmond: Shanae did you work with any advisors on this presentation?
    - Shanae: Didn’t work with any advisors on this presentation.
    - Desmond: Sarah can you add this to the agenda for the Finance Zone Call?
  ■ Karisma: What exactly does year round programming look like for the REB? Is this the REB hosting events? How does this interfere with the Chapters events?
    - Shanae: This is where we need to be communicating with Chapters to understand how yearly programming will fit. If we play our cards right, and focus in detail on the workshops, then it will be beneficial to the workshops.
  ■ Kyra-Lee: What are plans for PCI CPC?
    - Shanae: Thinks that we should have interactive programs for both PCI and the other demographics. Good programming and communication is all that needs to be done.
  ■ Phoebe: How does cost look like with year round programming? How do we make sure

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that we have income as a Region? Should be bestfriends with Esther and Ariella by now.

- Shanae: Looking at how year round programming will look in terms of the cost and platforms. Examining the Introda platform. All falls in place once she gets the FRC agenda together.

- Kimberly: Two questions. One, is the plan to also charge for year round programming since this is what she believes Phoebe’s question is about? Also, it will be very useful to start having proposed dates as to when we would like specific events to take place so that it can be advertised early and help in terms of organization.

- Shanae: Does not understand the cost for year round programming.

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<td>Maker: Karisma</td>
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<td>Seconder: Kimberly</td>
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**Status of Motion:** PASSED by Consensus

- Where exactly does the income go?
  - Sarah: Income goes to expenses as a Region? For travel and supplies.
  - Shanae: In terms of how we are charging people, that has not been addressed yet. Will let us know as soon as it does.

- Desmond: Phoebe did you hear the theme of the National Convention yet?
  - Phoebe: No.
  - Desmond: Okay so once you hear the theme for next year, that’s automatically the theme for FRC. FRC promotes annual convention.
  - Shanae: Isn’t there a subtheme?
    - Sarah: No.

- A lot of this stuff was discussed on the last Finance Zone call. As far as the committee, the application for review has been sent out?
  - Shanae: Yup. Yes sir. Has to be reviewed by members of the admin team before they become official committee members.

- Contract
  - Move FRC to 2021
    - Pros
      - No Financial Repercussions.
      - Have a contract for the next year. (not currently contracted)
      - More time to contract for 2022 in Metro/LI.
    - Cons
      - Membership did not like Niagara Falls. (Affordable food was scarce)
      - Cannot rely on the Internet. (Need person on site to help market location)
  - Invoke Force Majeure and Cancel Contract
    - Pros
      - No Financial repercussions. (need to act now)

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• New location that membership might enjoy more.

• Cons
  • Finding a hotel/conference center in Metro/LI (next rotation) has already proven to be difficult. (now would be rushed)
  • If contracts are being moved, we cannot guarantee that they will have availability for the weekends we want.
  • If we do get a contract, and a second wave of corona hits, would people be comfortable in going to the original epicenter?
  • Would need to start contracting yesterday.

Motion: “I move to move our 2020 FRC Contract to 2021.”

Maker: Sarah
Seconder: Karisma

Discussion:
• Shena: Definition of membership not being able to find affordable food?
  o Sarah: Due to the location and their budgets, a lot of them were not able to find food in the area.
• Kyra-Lee: So when we’re moving the contract, this means we will be moving the physical location in 2020 to 2021?
  o Sarah: Yes. So the 2021-2022 board will have their FRC in Niagara Falls.
• Kyra-Lee: What would the process be like in finding a new location? Why didn’t membership like the location?
  o Sarah: It would be in Metro/LI. We kind of got accustomed to weird locations where not much activity is in nearby locations. Main concern is food though.
• Kimberly: Was there any research done on conference spaces besides Metro/LI?
  o Sarah: No because they’re trying to stick to the rotation. Going to rotation back to back was because of the rotation.
  o Kimberly: Is our priority to be financially safe or find something membership wants?
    ■ Sarah: As Treasurer, to be financially safe. Something Shanae mentioned is to include membership in the planning process of finding conference spaces so this can be implemented.
• Shanae: At what point in Regional history was the rotation voted in? How many times has the rotation been broken? If we do have that conversation with membership, can we break it in the future?
  o Desmond: Would like to answer Shanae’s question but will pass it to Josh or Yetti.
  o Josh: The rotation or to not to proceed in Niagara Falls?
    ■ Sarah: When was the rotation decided on? How often have they been broken?
    ■ Josh: Not sure when rotation was put in place. The reason behind it was to offer the opportunity to bring membership into their backyards. Bring them to different zones, similar to how National Conventions are rotated. Similar to RLC, the plan was originally to

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be hosted at schools but hotel cost became a barrier. Not sure when rotations were put into place, Desmond can speak to that.

- In terms of breaking it, Desmond would have to explain this. Examples of this would include extending a contract to two years. Since conference sizes are large, we had to adjust to similar hotel spaces. For Metro for example, it’s usually in Long Island.
- Rotations have maintained order for the most part.
- Jersey can be better; usually in Parsippany.
- Upstate usually bounces around between Niagara and Rochester.
- NEZ has varied between Connecticut and Boston.

- Desmond: Two year contract was to have safe space to adjust and move around.
  - If NSBE keeps cutting the budget and conference prices go up, the more difficult it brings in finding a conference center.
- Shanae: Basically what's being said is the conference is not adjusting to the Region and membership. What are we doing to be proactive when coming to conferences? Have we thought about capacities, reforming the framework to make it work for us?
  - Desmond: This discussion needs to be taken back to the finance zone.
  - Shanae: Given that it needs to be taken back to the finance zone, will the REB know about the information as well?
    - Desmond: Will be discussed in the Finance zone and passed to the REB.
    - Shanae: So that this is in the minutes, is this something that will be discussed in the next month? These are decisions that should’ve been made last week.
  - Feels like the idea of moving the contract and enforcing the force majeure is time sensitive. This was already a topic discussed in the Finance zone meeting and being brought to the REB to discuss further. So what is the timeline of finally settling this looking like? These things are tied in to our other decisions.
- Desmond: We will move this discussion to the Finance zone meeting.

- Kyra-Lee: Point of parliamentary procedure. So the point was made to defer the matter to the committee, so wanted to know with the current motion on the floor, does the motion die or what’s the process when we vote looking like?
  - Desmond: The motion didn’t die. The question that was asked didn’t pertain to the motion.
  - Shena: All the questions Shanae just brought up pertaining to the future are Finance zone questions that Desmond said need to be discussed in the Finance zone. Her questions though pertinent to the motion are not needed to make a decision for the motion on the table.
  - Sarah: So we can still vote on this tonight. Finance zone has discussed this motion already.

Motion: Move to end time on this discussion until the end of the speaker's list.

Maker: Esther
Karisma: Jalen

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PASSED by Consensus

- Kyra-Lee: So to clarify with the questions being raised by Shanae. If she were to vote no but still hears more on the conversation, would a new motion have to be made based on the conversation? Or can we table this motion to have all questions answered and understand the process of what we will be doing moving forward.
  - Sarah: Work involves the Treasurer and Finance zone. No work for other people on the REB, Finance zone will be moving the contract or working with the legal team from WHQ to cancel the contract. That means working on a new proposal for new hotels. Hotels did stop responding in March due to attending the convention. Is work to negotiate and communicate with the legal team and center usually takes months.

Call to question: n/a

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<td>New England Zone Chairperson</td>
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<td>Metro/LI Zone Chairperson</td>
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<td>Upstate Zone Chairperson</td>
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- **In Favor:** 2  - **Opposed:** 4  - **Abstain:**

**FAILED by Roll Call Vote**

Time limit on this discussion passed.

- **Open Discussion**
  - Avery: There was no clear indication of the motion in terms of what to do with the contract.
  - Phoebe: Motion was to move the contract and that motion failed. So as of now the contract is not canceled, we are saying that we don’t want to move it and that’s it.
    - Recommends that the Finance Zone discusses the motion and that the REB gets their questions asked for the REB meeting. This is why we have agendas sent out prior. Not just voting members but everyone
    - We’re thinking about what we can do best for membership but still be financially stable. This will be on the next REB agenda so next time we vote we are making an educated vote.
  - Kyra-Lee: Reminder to please ensure you send monthly reports to your zone lead.
  - Phoebe: When the agenda was being made, they thought significant time was added to the discussion. They can keep adding more time but they learned before at RTM that the work starts before the meeting. So if you see contracts, reach out to Sarah to learn more about them. Do your homework ahead of time so that we’re not extending time.
    - With that being said, enjoy NLC for the rest of the week. Take care of yourselves.

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• Motion to adjourn the meeting:

| Motion: “I entertain a motion to adjourn this meeting at 10:00pm CST.” |
|-------------------------|-------------------------|-------------------------|
| Maker: Karisma          |
| Seconder: Jalen         |

Status of Motion: **PASSED by Consensus**

**Meeting Adjourned at:** 10:00pm CST

The next REB Meeting is on July 21st, 2020 at 8:30pm EST.

**Action Items:**

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**Supporting Documents:**

N/A.

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