

NORTH CAROLINA STATE CHAPTER ANNUAL BUSINESS REPORT 2004-2005



PREPARED BY
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AND
2004-2005 STATE OFFICER TEAM

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Chapter Profile

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"The Road To Your Success"

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North Carolina Phi Beta Lambda

State Delegation at 2004 National Leadership Conference
Denver, Colorado



The North Carolina State Chapter of Phi Beta Lambda

May 1, 2005

Dear North Carolina Phi Beta Lambda:

The 2004-2005 Phi Beta Lambda year has been very invigorating and challenging. The members and local chapter officers, along with the state officer team, have worked diligently to meet the state and national goals of our organization. Our morale and unity as a state chapter has flourished through the events and activities that we have pursued.

It has been my privilege to serve as State President for North Carolina Phi Beta Lambda. The leadership development, travel opportunities, and networking opportunities have allowed me to gain skills that will benefit me as I continue my "road to success". Thank you for your nurturing support and confidence throughout this year.

As we travel on "Road to Our Success" during our 51st Anniversary let us review our state membership. North Carolina Phi Beta Lambda currently has 835 members representing 37 chapters. The increase in the number of chapters this year has posted new road signs on our PBL road trip. At our conferences and workshops during the 2004-2005 year we have definitely prepared for a successful journey as future business leaders. Increased attendance at the conferences demonstrates the enthusiasm and loyalty of North Carolina Phi Beta Lambda.

One of the goals of the State Executive Council has been to provide NCPBL with effective communications, memorable conferences, and enriching tasks. The Executive Council and the members who made this past year so successful are to be commended. Thank you for navigating and keeping us on course during the 2004-2005 year and making it one of the best years in North Carolina history!

This annual business report details our goals during this year. Buckle your seatbelts as you prepare to read this report and remember the projects and programs in which you were involved. Best wishes to the delegates attending the National Leadership Conference in Orlando, Florida. I hope that your years in Phi Beta Lambda have been as enriching and cherished as mine; and that this Annual Business Report will serve as a map to what we have accomplished on our PBL Road Trip.

Sincerely,

Lanetta Holloway
NC PBL State President

Productivity



Barton College Painting the Town Blue & Gold



*Western Region Kick-Off @
Asheville-Buncombe Technical Community College*



Stanly Community College 30th Anniversary

The achievement of results based on the plan of action was the major focus in the area of Productivity for the North Carolina State Chapter of Phi Beta Lambda during the 2004-2005 year. At the State Executive Council's Spring Meeting in June 2004, the state officer team developed a set of goals coinciding with the prescribed elements of Productivity. As the year came to a close, it became apparent that the state officer team, with the support of the State Executive Council members and local chapter members, accomplished the majority of its goals--the mission of any business organization whether it be for profit or non-profit.

The Productivity section of the 2004-2005 North Carolina Phi Beta Lambda State Chapter Annual Business Report focuses on the goals developed for each area. The results achieved, as well as a description of other related accomplishments, are highlighted for each goal.

I. RECRUITMENT OF MEMBERS AND CHAPTERS

Effective state and national programs depend on membership support and growth at the local level. Increased local chapter membership provides resources for the expansion of state chapter and national association activities. Through membership recruitment activities, valuable experiences are gained in public relations and leadership. Likewise, establishing a new chapter or reactivating an inactive chapter takes planning, communication, and persistence. Chartering new chapters provides more students the opportunity to become prepared for careers in business and creates stronger state and national organizations, thus providing better service to all members.

Goal A-To encourage the development of local chapter membership by providing a packet of membership recruitment and involvement tools that can be used and/or adapted by local chapters.

Results achieved. In September 2004, State Adviser Ron Eggers distributed to each local chapter a Chapter Information Guide to kick off the 2004-2005 year. The packet included membership information, dues reporting procedures, contact information for Executive Council members, and other items that could be used and/or adapted by local chapters for the purpose of membership recruitment. In addition, the regional vice presidents and local chapter advisers reviewed and emphasized the contents of this packet during sessions conducted at each Regional Fall Kick-Off meeting.

Goal B-To sponsor a "President's Award" at the Fall Leadership Development Conference for the best theme-related PBL display of membership recruitment techniques used by local chapters. The State Chapter President, the Professional Division President, and the host Regional Vice President will judge the event.

Results achieved. At the North Carolina Fall Leadership Development Conference on November 12-13, local chapters set up recruitment displays with the theme, "The Road to Your Success," and were judged on creativity, content, and appearance by State Chapter President Lanetta Holloway, Professional Division President Eric McGarvey, and host Regional Vice President Rebecca Whitley. Stanly Community College received a plaque for the best recruitment display, 2nd place was Lenior Community College and 3rd place was Asheville-Buncombe Technical Community College.

Goal C–To recognize active chapters receiving the Membership Achievement Award from the national association for maintaining or increasing membership, with a goal of 50% of active chapters achieving this recognition.

Results achieved. Of North Carolina’s 37 returning active local chapters during the 2004-2005 year, 38% maintained or increased membership as compared to the previous year. The national association will recognize 14 of North Carolina's local chapters in July 2005 with the Membership Achievement Award.

Goal D–To contact schools that have expressed an interest in chartering or reactivating a local chapter of Phi Beta Lambda and present progress reports at the Winter Executive Council Meeting, with a State Officer goal of chartering/reactivating five chapters statewide.

Results achieved. The state officer team worked extremely hard this year to charter/reactivate five chapters. A new chapter, Johnson & Wales University was chartered. The reactivated chapters include Cleveland Community College, Halifax Community College, Shaw University-High Point, Wayne Community College.

Goal E–To market PBL to FBLA chapters, with each Executive Council member attending at least six FBLA function.

Results achieved. The state officers successfully marketed Phi Beta Lambda to Future Business Leaders of America throughout the year. Rebecca Whitley, Eastern Region Vice President, attended a FBLA meeting at Southern Wayne High School on February 16, 2005, and spoke about the benefits of joining Phi Beta Lambda. Miranda Hensley, Western Region Vice President, spoke and helped with the election of officers on August 17, 2004 at an FBLA meeting at Kings Mountain High School. Kristy Leonard, Central Region Vice President, also attended a FBLA chapter meeting in the Central Region. On April 8, 2005 Lanetta Holloway, NC PBL President, brought greetings on behalf of North Carolina Phi Beta Lambda at the Opening General Session at the 2005 Future Business Leaders of America State Leadership Conference. Rebecca Whitley, Miranda Hensley, and Sarah Espinosa served as paper graders at the North Carolina FBLA State Leadership Conference on April 8, 2005. Lanetta Holloway, Sarah Espinosa, and Rebecca Whitley presented a workshop “*Continuing Along ‘The Road to Your Success’*” on April 9, 2005 at the FBLA State Leadership Conference. Through the work of all the state officers, the benefits of joining Phi Beta Lambda were expressed to FBLA members throughout North Carolina.

Goal F-To encourage PBL chapters to participate in FBLA functions such as conferences and local chapter activities.

Results achieved. PBL chapter members offered their services to the North Carolina chapter of Future Business Leaders of America. State Advisor Ron Eggers and PBL chapter members from Barton College, Lenoir Community College, and Johnson and Wales University attended the FBLA State Leadership Conference in Greensboro, North Carolina. Members graded papers, judged and timed events. Chapters across

North Carolina helped out local chapter activities through attending meetings and speaking with high school students about joining PBL after they graduate.

Goal G–To increase the membership of each local chapter and, as a consequence, increase state membership by 10%, with a goal of 877 members.

Results achieved. The State Officer team worked diligently this year in an effort to increase the state chapter membership by 10%. State membership reached 835 members for the 2004-2005 year compared to a membership 797 in 2003-2004, which is a 5 % increase. Membership recruitment efforts included the “Membership Recruitment Display Boards” at Fall Leadership Development Conference, sessions at Regional Kick-Off meetings, Regional Tip-Off workshops, and the Gold Star Chapter Award.

Goal H–To recognize, at the State Leadership Conference, those chapters that charter/reactivate new chapters.

Results achieved.–The following schools were recognized and given a certificate for chartering/reactivating chapters. Barton College and Johnson & Wales University.

Goal I–To recognize, at the State Leadership Conference, those chapters that increase membership by 10%.

Results achieved. Fourteen chapters increased membership by 10%. Those chapters were Barton College, Chowan College, Fayetteville State University, Lenior Community College, Mount Olive College, Sampson Community College, Durham Technical Community College, Livingstone College, Pfeiffer University, Piedmont Community College, Appalachian State University, Isothermal Community College, Lenior-Rhyne College, and Surry Community College.

Goal J–To recognize local chapter members who receive the Membership Madness Award from the national association, with a statewide goal of 20 recipients.

Results achieved. This national program recognizes members who extend the benefits of membership to at least five friends. North Carolina exceeded this goal with over 20 members receiving this recognition.

II. STATE OFFICER ASSISTANCE TO LOCAL CHAPTERS

State officers are elected each year to serve the state chapter by setting and achieving goals, encouraging membership growth, and serving on the State Executive Council. The success of a state chapter depends upon the strength of its officers and their ability to interact with the local chapters they serve.

The success of a Phi Beta Lambda chapter depends on many variables--one of the most important is the chapter adviser. An adviser of a college-level professional organization has many responsibilities including assisting students in developing competent, aggressive business leadership skills. Local Phi Beta Lambda chapter activities are an integral part of each

institution's instructional program. Advisers are rewarded for their efforts through the accomplishments and successes of chapter members.

Thus, it becomes imperative to the success of a state chapter to see that proper assistance is given not only to the members and officers of the local chapters in the state, but also to the advisers of those chapters who serve a vital role in their success.

Goal A—To convene four meetings of the State Executive Council to conduct the business and facilitate the program of work of the state chapter.

Results achieved. During the 200-2005 year, North Carolina Phi Beta Lambda held four meetings of the State Executive Council. The first meeting (for outgoing and incoming state officers) was held April 17, 2005, at the close of the 2005 State Leadership Conference. The agenda addressed the transition between the two teams. The second meeting, held June 10-12, 2004, at Asheville-Buncombe Technical Community College, consisted of an officer training session, a discussion of marketing tactics for NCPBL, the establishment of goals for the 2004-2005 year, and a business meeting that focused on strategies to accomplish the program of work. This meeting gave members of the State Executive Council an opportunity to form relationships needed to ensure success throughout the year. The third meeting was held August 27-28, 2004, in Raleigh, NC. The primary agenda items included arrangements for the Regional Fall Kick-Off meetings and the Fall Leadership Development Conference. The fourth meeting, February 4-5, 2005, was held in Burlington, NC, and focused on the final arrangements for the Regional Winter Tip-Off workshops and the 2005 State Leadership Conference.

Goal B—To provide local chapter representatives with a chronological schedule of activities, meetings, and conferences for the year.

Results achieved. Each chapter was mailed a packet of information in August. Included in the packet was a "Local Chapter Information Guide" which listed NCPBL's Kick-Off, Fall Leadership Development Conference, Tip-Off, and State Leadership Conference dates as well as National activities such as National Fall Leadership Conference, National Leadership Conference and Institute for Leader—listed under the 'Critical Chapter Management Dates and Deadlines.' Reminders of due dates were an essential element of the 'Dates and Deadlines.' All chapters received a copy of the State Handbook on CD at the Fall Kick-Off. Two annual state newsletters (the Heartbeat of PBL) and three regional vice presidential news briefs contain a chronological schedule of activities, meetings, and conferences for the year. Additionally, the NCPBL website is updated frequently informing local chapters and advisers of upcoming events.

Goal C— To provide information at the Regional Fall Kick-Off meetings and the Regional Winter Tip-Off workshops and devote a page in the fall issue of the state newsletter encouraging students to pursue state officer positions.

Results achieved. Candidates for state offices were strongly recruited this year. At regional meetings members were encouraged to run for an office at the 2005 State Leadership Conference. A promotion appeared in the fall edition of the state newsletter highlighting the benefits of serving as a state officer. There were eight State Officer candidates at the 2005 State Leadership Conference. The position of State President and Central Region Vice-President had two candidates competing. Officers elected included Justin Flemons, Johnson & Wales University (President), Jenni Fox, Barton College (Secretary/Treasurer), Sarah Espinosa, Fayetteville Technical Community College (Historian), Alan Davis, Barton College (Eastern Region Vice President), Randi East, Stanly Community College (Central Region Vice President), and Jane McMahan, Asheville-Buncombe Technical Community College (Western Region Vice President).

Goal D–To conduct Regional Winter Tip-Off workshops in February 2005 to provide chapter representatives with State Leadership Conference registration packets and to explore strategies for success during the conference, with the statewide goal of 75% of the active chapters attending.

Results achieved. A total of 101 members representing 25 chapters attended the Tip-Offs in the Eastern, Central, and Western Regions of North Carolina. The Eastern Region Tip-Off was hosted by Fayetteville Technical Community College, and 13 chapters attended. Stanley Community College hosted the Central Region Tip-Off, and 5 chapters were in attendance. The Tip-Off in the Western Region was held at Lenior-Rhyne College and 7 chapters were in attendance. The 67% of North Carolina chapters in attendance received valuable information to help them prepare for the upcoming State Leadership Conference in Charlotte, NC.

Goal E– To visit with every active local chapter prior to the Winter Executive Council Meeting to offer guidance and seek feedback.

Results achieved. Regional Vice Presidents contacted each chapter in their region through eye-catching electronic newsletters and encouraged member participation in the Regional Tip-Off workshops.

III. PREPARATION OF LOCAL AND STATE OFFICERS FOR THEIR DUTIES

It is important for the growth of a state chapter to have a well-qualified and dependable group of officers. With capable officers, the business of the chapter can be conducted using proper parliamentary procedures, an effective program of work can be initiated involving all members, minutes can be recorded and kept up-to-date and complete, effective marketing can be generated, and local chapter members, as well as state officers, can grow professionally.

Goal A–To provide an extensive orientation program for the State Officer team at the Spring Executive Council Meeting to educate the officers for their specific duties, develop goals, and establish a plan of action to accomplish the program of work.

Results achieved. At the June 10-12, 2004, meeting of the State Executive Council, an extensive three-day orientation and planning session was held for the new state officers and their advisers. Session topics included functional areas and roles of the state association, written and oral communications, parliamentary procedures, budgets and financial affairs, conferences and meetings, officer task training, leadership characteristics, goals development, and business etiquette. The officers also developed the 2004-2005 State Goals for NCPBL.

Goal B–To encourage state officers and local chapter officers to attend the Institute for Leaders programs.

Results achieved. Effective leadership training is essential for the survival of both the State Chapter and local chapters. State and local chapter officers, members, and advisers were encouraged to attend the Institute for Leaders at the National Leadership Conference. 15 members and advisers representing five chapters attended the Institute for Leaders in Denver, Colorado.

Goal C–To sponsor Regional Fall Kick-Off meetings for local chapter officers and advisers in each of the three NCPBL regions to prepare local chapter leaders for the year's activities and to exchange ideas, with the statewide goal of 70% of active chapters attending.

Results achieved. The Fall Kick-Offs were held September 21, 2004. The Eastern Region Kick-Off was held at Mount Olive College and 57 delegates attended from 12 different schools. The Western Region Kick-Off was hosted by Asheville-Buncombe Technical Community College, where 26 delegates from 7 schools attended. Winston-Salem State University hosted the Central Region Kick-Off, where 40 delegates from 10 schools attended. Total attendance for the state was 123 delegates representing 78% of returning active local chapters. The Regional Kick-Off meetings consisted of four sessions that introduced ideas for membership recruitment, project development, conference participation, and publicity. A non-trivia contest and question-and-answer period with the state officers provided an opportunity for local chapter officers to network.

Goal D–To revise the *State Handbook* (as needed) and provide each active local chapter with the 2004-2005 version in electronic media form by Regional Fall Kick-Off meetings.

Results achieved. Changes were made to the *State Handbook* by the State Executive Council in June of 2004. The revised handbook was distributed on CD-ROM to all chapters that attended the Regional Fall Kick-Off meetings (and mailed to those chapters unable to attend) and was also made available on the state website.

Goal E–To provide local officer training workshops at the Fall Leadership Development Conference.

Results achieved. At the 2004 Fall Leadership Development Conference state officers conducted sessions for their counterparts at the local chapter level. These sessions focused on the duties and responsibilities of the officers and provided local officers with tips and information to be used when conducting the business of the local chapters, recruiting members, and planning chapter projects.

Goal F–To encourage local chapter advisers to conduct orientation programs for local chapter officers.

Results achieved. The Chapter Management Handbook and State Handbook provided advisers with suggestions on information to provide to local chapter officers at orientation programs. North Carolina hosted 3 regional Fall Kick-Off meetings where local chapter advisers and officers received information on specific officer duties and were acclimated with Phi Beta Lambda goals.

IV. COOPERATION WITH BUSINESS, PROFESSIONAL, AND SERVICE GROUPS WITHIN THE COMMUNITY

Activities encouraging interaction with North Carolina business, professional, and service organizations are a vital part of the learning process. Chapter members are encouraged to participate in activities designed to facilitate intelligent career choices, develop business skills, learn the value of community responsibility, and become well-rounded individuals. Because our organization emphasizes the business training that members can derive from associating with various groups, Phi Beta Lambda members owe it to themselves to gain as much knowledge as they can through cooperation with business, professional, and service groups throughout our state.

Goal A–To encourage active local chapters, through presentations and publicity, to sponsor a service project within their local community, as evidenced by a 20% increase in the number of entries in the Community Service Project event.

Results achieved. Through workshops offered during the regional meetings, the 2004 Fall Leadership Development Conference, and articles in the state newsletter, local chapters were encouraged to serve their communities by conducting service projects. This service is evidenced by entering a report in the Community Service Project event. Six entries (two less than 2004) were submitted for the Community Service Project event: Asheville-Buncombe Technical Community College (two entries), Barton College (two entries), Beaufort County Community College, and Lenoir-Rhyne College.

Goal B–To encourage active local chapters, through presentations and publicity, to increase dialogue and interaction with local business leaders, as evidenced by a 20% increase in the number of entries in the Partnership with Business Project event.

Results achieved. The Regional Kick-Offs, workshops at the 2004 Fall Leadership Development Conference in Wilmington, the Regional Tip-Off workshops, and articles in the state newsletters, emphasized to chapters the importance of forming partnerships with businesses in the community. The Partnership with Business Project event at State Leadership Conference provided an incentive for chapters to form a partnership

with businesses in their local community. At the 2005 State Leadership Conference there were three entries (compared to three entries in 2004) in the Partnership with Business Project event: Asheville-Buncombe Technical Community College had two entries and Barton College had one entry.

Goal C–To solicit business contributions and involvement in the annual State Leadership Conference through plaque and certificate sponsorships and event judging.

Results achieved. This goal was reached as evidenced by the support from individuals, businesses, and the Professional Division. Duke Energy, Inc. printed conference materials. The North Carolina Phi Beta Lambda Foundation, Inc. and the North Carolina Professional Division sponsored an Advisers and Professional Division Appreciation Reception. Forty-nine NCPBL Foundation members and Professional Division members volunteered at the 2005 State Leadership Conference. Sponsorship was provided for 15 competitive events. The Accounting for Professionals event is sponsored by Anthony and Robinson, CPA, PA, Charlotte, NC; Business Communication event, by Barton Weekend College, Wilson, NC; Business Decision Making, by Barton College Alumni, Wilson, NC; Business Plan (including a \$500 stipend to the First Place Winner), by North Carolina REAL Enterprises, Inc., Durham, NC; Finance, by American Express Financial Advisors, Inc., Rocky Mount, NC; Future Business Executive, by Carriage on the Park, Charlotte, NC; Hospitality Management, by ARAMARK Corporation, Wilson, NC; Management, by Carolina Forge Company, Wilson, NC; Quantitative Methods, by Barton Weekend College, Wilson, NC; Sales Presentation, by Thomas Personnel Management, Inc., Wilson, NC; and The NCPBL Foundation Scholarship, by The NCPBL Foundation, Inc., Wilson, NC. There were four new sponsorships added including Accounting Principles, by Branch Banking & Trust Company, Wilson, NC; Computer Applications, by Course Technology, Toby Shelton, Raleigh, NC; Professional Division Chapter of the Year, NCPBL Professional Division; and Word Processing, Terry Leggett Company, Inc., Pinetown, NC.

Goal D–To encourage and support NCPBL Professional Division growth, development, and involvement by each state officer recruiting an average of eight new Professional Division members.

Results achieved. Professional Division membership continues to be a priority of the North Carolina State Chapter of Phi Beta Lambda. State Professional Division Director Robbie McDonald and officers of the State Professional Division are voting members of the NCPBL State Executive Council. (See Appendix B for 2004-2005 State Executive Council membership.) Professional Division membership in North Carolina reached 235 during 2004-2005 with 29 local chapters represented. The State Officer team facilitated this growth by recruiting 37 new Professional Division members.

V. PARTICIPATION IN PUBLIC RELATIONS ACTIVITIES; PREPARATION OF A NEWSLETTER

Effective publicity facilitates the entry of the state and local chapters into the business community; it can also serve as the basis for a well-rounded public relations campaign. Public relations activities help the organization sustain community support, nurture pride among members by stimulating greater efforts, maintain student interest by fostering awareness, and attract prospective members. In addition to the many uses of the finished product, the process of generating press releases and newsletters is an invaluable learning experience.

Goal A–To encourage local chapters to recognize accomplished individuals in their local business community by submitting a Businessperson of the Year nominee.

Results achieved. Businessperson of the Year awards are a means of recognizing individuals within the business community who have made significant contributions to chapters. This year there were three nominations for Businessperson of the Year from the active local chapters. Receiving recognition at the 2005 State Leadership Conference as Businesspersons of the Year: Ms. Heidi Metcalf from Asheville-Buncombe Technical Community College, Ms. Kallen King from Mount Olive College, and Ms. Michelle Dobbins from North Carolina Central University.

Goal B–To publish two issues of the state newsletter containing information on the local, state, and national levels with distribution to all state chapter members, professional members, and other supporters of the State Chapter, with the goal of 60% of all active chapters submitting articles.

Results achieved. Two issues of the state newsletter, the Heartbeat of PBL, were published and distributed to chapters at the Fall Leadership Development Conference and the State Leadership Conference. Some items included were: biographies from the State Officers, local and state chapter news, information on the Professional Division and The NCPBL Foundation, Inc., a greeting from the Southern Region Vice President (fall), the Dress Code, Creed, and PBL goals. Nineteen chapters (51%) of returning active chapters submitted articles for the fall and spring newsletters.

Goal C–To distribute Vice Presidential regional news briefs electronically to each active local chapter and the State Executive Council in September, November, January, and March.

Results achieved. During the 2004-2005 year Regional Vice Presidents were responsible for publishing and distributing electronically news briefs to chapters in their respective regions as well as to State Executive Council members. These news briefs included regional news, important dates, and announcements.

Goal D–To distribute a Presidential news brief electronically to each active local chapter and the State Executive Council in August, October, February, and March.

Results achieved. State President Lanetta Holloway distributed upcoming information from Nationals to Vice-Presidents to be included in their newsletters, as well as provided membership reports, chapter news, goals that had been reached, and upcoming events on the state level.

Goal E–To utilize state chapter brochures and the Multimedia Presentation event entries to promote Phi Beta Lambda.

Results achieved. During the 2004-2005 year, the North Carolina State Chapter brochure was used as a promotional tool to recruit new chapters, to reactivate chapters, and to recruit new members. A Professional Division brochure and an NC PBL Foundation, Inc. brochure was provided to all chapters to further promote PBL. Copies of the state brochure, the Professional Division brochure, and the Foundation brochure were provided to all local chapters.

Goal F–To update state chapter website as evidenced by bi-weekly postings (as needed).

Results achieved. State Historian Sarah Espinosa ensured that the North Carolina website (<http://www.ncpbl.org>) was continuously updated which allowed chapter members to remain informed of State Chapter activities.

Goal G–To archive the state newsletters on the NCPBL chapter website.

Results achieved. Currently, three past issues of the state newsletter are archived on the state website.

Goal H–To encourage each local chapter to create and/or update their own website and link to both the state and national websites.

Results achieved. Chapters were instructed to use the state theme, “The Road to Your Success” as a focus for their local chapter website. State President Lanetta Holloway, State Historian Sarah Espinosa, and other Council members browsed local chapter websites periodically that are linked to the State Chapter website.

Goal I–To publicize State Leadership Conference and National Leadership Conference winners on the state chapter website, in the state newsletter, and in the *State Handbook*.

Results achieved. The 2005 SLC and 2004 NLC winners were posted on the state website and printed in the fall edition of the state newsletter and in the 2004-2005 *State Handbook*. This list was also distributed via e-mail to all chapters immediately following the conferences.

Goal J–To encourage each local chapter to submit articles to school, local, state, or national publications, with the goal of 60% of active chapters participating.

Results achieved. Representatives from 19 chapters submitted articles to the fall and spring state newsletter. North Carolina chapters also submitted articles to the PBL national publication. In addition, most chapters submitted articles of community service and other recognition events to their campus or community newspapers.

VI. DEVELOPMENT AND PROMOTION OF FBLA-PBL STATE PROJECTS

Involvement is the key element for the success of the local chapter; the same is true for the state organization. Through publications, service projects, programs, and establishment of goals, the North Carolina State Chapter encourages local chapter involvement in the activities

of the state chapter. Through grassroots involvement comes the true strength of any association.

Goal A- To encourage each local chapter to contribute \$30 to the State Scholarship Fund and recognize each local chapter meeting this goal, with the goal of 70% of active chapters contributing.

Results achieved. This goal was promoted through mailings from the state office, presentations during regional meetings, and contribution incentives. Three \$650 scholarship awards were presented at 2005 State Leadership Conference. The 2005 recipients were Julie Lackey, Lenoir-Rhyne College; Kristen Hunter, North Carolina Central University; and Kevin Furr, Stanly Community College. The funds will be awarded at the 2005 Fall Leadership Development Conference. Total contributions of \$1,025 were received for the NCPBL State Scholarship Fund in 2004-2005. Forty percent of the local chapters contributed to the State Scholarship Fund. In addition, the following individuals/groups contributed to the State Scholarship Fund: Meredith-Leigh Craig, Patricia Crumley, Carolyn Laudati, Roberta McDonald, John Webb, Stanly Community College, and Shawn Center.

Goal B- To sponsor the Terry Lowrance Leadership Award for the purpose of recognizing local chapters for goals achievement, with the goal of 50% of active local chapters achieving this recognition.

Results achieved. Terry Lowrance Leadership Award recognizes local chapters for their dedication to state chapter goals including conference participation, projects, programs, and publicity/membership. The TLLA is given to deserving local chapters each year at the State Leadership Conference. A total of 17 chapters (46%) were recognized for their contribution and participation in Phi Beta Lambda activities during the 2004-2005 year. Chapters receiving the TLLA include: Appalachian State University, Asheville-Buncombe Technical Community College, Barton College, Beaufort County Community College, Blue Ridge Community College, Craven Community College, Durham Technical Community College, Fayetteville Technical Community College, Isothermal Community College, Johnson & Wales University, Lenoir Community College, Lenoir-Rhyne College, Mount Olive College, North Carolina Central University, Stanley Community College, Surry Community College, and Wilkes Community College.

Goal C- To recognize local chapters that maintain or increase chapter membership with a Membership Achievement Award, with the goal of 50% of all active local chapters qualifying for this recognition.

Results achieved. Of North Carolina's returning active local chapters during the 2004-2005 year, 14 chapters (38%) maintained or increased membership as compared to the previous year.

Goal D– To promote and encourage all active local chapters to strive for the Gold Seal Chapter Award, with the goal of 15% of all active chapters qualifying for this recognition.

Results achieved. The Gold Seal Chapter Award recognizes the most active chapters during the year. Nine local chapters (24%) fulfilled all of the requirements and received this prestigious recognition.

Goal E– To encourage local chapters to participate in a North Carolina Phi Beta Lambda Foundation, Inc, fundraising project, with the goal of 50% of all active chapters participating.

Results achieved. In effort to generate funding for the North Carolina Phi Beta Lambda Foundation, Inc., chapters were urged to participate in the Food Lion “Shop n’ Share” Program which was publicized at regional meetings, the Fall Leadership Development Conference, and on the state chapter website. It was included as an option on the Gold Star and Terry Lowrance Leadership Awards. As a result, 30% of the returning active chapters participated.

VII. SUPPORT OF FBLA-PBL NATIONAL PROJECTS

Local and state chapter involvement is the key element to the success of the national association. Through attendance and participation in conferences and support of national projects, the North Carolina State Chapter promotes involvement with the national organization. Through local chapter and state support, the national association strengthens its foundation.

Goal A–To encourage local chapters to use American Enterprise Day to increase public awareness of the American free enterprise system and FBLA-PBL Incorporated, as evidenced by a 20% increase in the number of entries in the American Enterprise Project event.

Results achieved. The State Executive Council included a full-page announcement in the fall edition of the state newsletter. These materials increased awareness of American Enterprise Day and FBLA-PBL Month. Activities completed may be included in the Terry Lowrance Leadership Award and/or Gold Seal documentation. As a result of these activities, five entries (compared to five entries in 2003-2004) were submitted for the American Enterprise Project event at the 2005 State Leadership Conference.

Goal B–To promote local chapter participation in national projects by providing informational sessions at the Regional Fall Kick-Off meetings and the Fall Leadership Development Conference and featuring an article in the fall edition of the state newsletter, with a goal of 10 chapters participating in at least one national project.

Results achieved. At the 2004 Fall Leadership Development Conference, a workshop focusing on national projects emphasized how local chapters could use the variety of national projects as a basis for competitive events such as the Community Service Project. The workshop specifically highlighted the purposes of the current national projects and provided examples of possible local chapters' involvement. Activities completed may be included in the Terry Lowrance Leadership Award and/or Gold Seal documentation. Ten chapters completed projects supporting the March of Dimes with total contributions of \$1,638.

Goal C–To encourage active local chapters and their members to participate in the national association's Career and Membership Achievement Program, with a goal of 30 members achieving at least one level of the program.

Results achieved. The Career and Membership Achievement Program was a huge success in North Carolina. Over 45 members achieved the Director's Level of the Program (the first level), a total of eight members completed the Executive Level of the Program (the second level), and one member completed the President Level of the Program (the third level). North Carolina Phi Beta Lambda had the largest number of CMAP recipients in the nation for 2004-2005.

Goal D–To conduct Regional Winter Tip-Off workshops in February 2004 to promote activities for FBLA-PBL Week.

Results achieved. In each region, a Winter Tip-Off workshop was held on February 10. The Eastern Region Tip-Off was held at Fayetteville Technical Community College where 55 members representing 13 chapters were in attendance. The Central Region Tip-Off was held at Stanly Community College where 23 members representing five chapters attended. The Western Region Tip-Off was held at Lenoir-Rhyne College where 27 members representing seven chapters were in attendance.. Local chapter officers and advisers discussed ways to promote activities for FBLA-PBL Week, including Adviser Recognition Day, connecting chapter projects, leadership development activities, community visibility ideas, and Professional Division recognition.

VIII. IMPLEMENTATION OF STATE LEADERSHIP CONFERENCES

The purpose of any leadership conference is to provide worthwhile activities to assist members in leadership development as they prepare to become tomorrow's business leaders. Conferences sponsored by the State Chapter provide opportunities for both growth and learning. Competitive events bring recognition not only to individuals but also to their local chapters. Leadership development seminars illustrate the scope of interests and activities of Phi Beta Lambda. All who attend the conferences gain from the positive experience of seeing "their organization" excel.

Goal A–To sponsor a Fall Leadership Development Conference to assist local chapters in carrying out FBLA-PBL activities, with the goal of 70% of active local chapters in attendance.

Results achieved. The 2004 Fall Leadership Development Conference was held November 12-13 in Wilmington, NC. The conference attracted 202 participants representing 25 active local chapters (68%). Twenty-six leadership development workshops were conducted. Featured guest speakers were Sonya McCoy and Sandra Boyd. Each spoke of how involvement in Phi Beta Lambda can prepare members for careers in business. A special activity was the Non-Trivia Contest coordinated by the NCPBL Professional Division. Barton College was the winner of the Non-Trivia Contest. (See Appendix A for chapters represented at the Fall Leadership Development Conference.)

Goal B–To sponsor a State Leadership Conference for the major purposes of administering the State Awards Program, electing a new state officer team, and providing a Leadership Development Program, with the goal of 100% of active chapters in attendance.

Results achieved. The 2005 State Leadership Conference attracted 351 members, advisers, and Professional Division members representing 29 of 37 active local chapters (78%). The conference was held April 15-17 at the Hilton Charlotte University Place in Charlotte, NC. The keynote speaker was Ken Smith NC FBLA-PBL State Chairman from the Department of Public Instruction. Conference activities included general and business sessions, State Officer elections, and competitive events. A traditional feature of the conference is the Leadership Development Program, a series of workshops where participants attending three workshops received a Leadership Development Certificate. The highlight of the 2005 State Leadership Conference was the Formal Awards Banquet and Installation Services where awards were presented in 46 events. Chapter members receiving first or second place awards in state competition are eligible for national competition. A complete listing of all award winners is posted on the state website and will be published in the 2005 fall state newsletter. (See Appendix D for 2005 National Leadership Conference qualifiers.)

IX. ATTENDANCE AND PARTICIPATION AT CONFERENCES SPONSORED BY THE ASSOCIATION

Phi Beta Lambda members who are active in the state organization owe it to themselves to broaden the scope of their involvement with the national association by availing themselves of the opportunities offered at national conferences. Opportunities at national conferences are not limited to competitive events alone but also include the business sessions, workshops, national officer elections, Institute for Leaders, as well as the experience of traveling to new places and appreciating the diversity of many cultures.

Goal A–To encourage all national qualifiers to attend the 2004 National Leadership Conference, with a chapter representation goal of 60%.

Results achieved. Eighteen of 32 active local chapters (56%) from North Carolina attended the 2004 National Leadership Conference in Denver, Colorado. A total of 109 delegates, advisers, Professional Division members, and guests comprised the North Carolina delegation. (See Appendix A for chapters represented at the 2004 National Leadership Conference.)

Goal B–To encourage state participation at the 2004 National Fall Leadership Conference, with a goal of five NCPBL representatives in attendance.

Results achieved. In November of 2004, NCPBL had 22 delegates to attend the National Fall Leadership Conference in New Orleans, Louisiana representing five chapters. (Appendix A for chapters represented at the 2004 National Fall Leadership Conference.)

Goal C–To encourage state participation at the 2004 Institute for Leaders in Denver, Colorado with a goal of 20 NCPBL representatives in attendance.

Results achieved. North Carolina was awarded second place for its delegation at the 2004 Institute for Leaders in Denver, CO with a total of 17 participants. The following NCPBL representatives attended the 2004 IFL: Michael Smith, Tim Schoff, Lee Shumpert, Courtney Barham, Kelly Clairmont, Larry Meek, Susanne Parker, Amber Banks, Lazarus Banks, Krystle David, Brian Summers, Randi East, Liz Moore, Tonya Woessner, Debra Baker, Sarah Hawks, and Sonya Scott.

Businesslike Procedures



I. CHAPTER MANAGEMENT AND ORGANIZATION

To support the mission statement and goals of FBLA-PBL, Inc., the North Carolina Phi Beta Lambda State Chapter utilized the following chapter management tools to develop, implement, and accomplish its annual predetermined plan of action.

Organizational Structure

The organizational structure of the State Chapter is consistent with that of the national association. The State Executive Council provides the leadership necessary for sustaining the State Chapter. (See Appendix C for the 2003-2004 State Organizational Chart.)

State Executive Council

The State Executive Council directs the activities of the State Chapter. The Council is comprised of the state officers and their local chapter advisers, the state adviser, the state chairman, the directors, and the state Professional Division officers. Council meetings are conducted according to Robert's Rules of Order. Four official meetings were held during the 2003-2004 year. (See Appendix B for the 2003-2004 Executive Council membership.)

Regional Structure

In order to promote communication, growth, and activities development, the State Chapter is organized into three geographical regions. A vice president is elected from each region to serve as the regional coordinator with the State Chapter. (See Appendix A and Appendix B for regional structure.) To promote activities at the regional level, awards are presented at the regional meetings held at the Fall Leadership Development Conference and the State Leadership Conference.

State Chapter Goals

Goals for the State Chapter were established as a plan of action for the year. These goals were developed at the Spring Executive Council meeting by the 2003-2004 State Officer team. The goals were distributed to the local chapters by the Regional Vice Presidents at the Regional Fall Kick-Off meetings, published in the *State Handbook*, and posted on the state chapter website. Local chapters then developed their own goals to complement those of the state organization. The 2003-2004 goals (and results achieved) are presented in the Productivity section of this report.

Minutes

State Secretary/Treasurer Ally Kindel kept accurate minutes for each of the Executive Council meetings and the State Leadership Conference. Copies of the Executive Council minutes were made available to all local chapters. Copies of the 2003 State Leadership Conference minutes were distributed at the 2004 State Leadership Conference for approval during the business session. A permanent copy of all approved minutes are on file in the State Adviser's office.

State Membership Records

State Chapter membership records are maintained and updated throughout the year. The State Chapter concluded its 2003-2004 membership year with 797 members in 35 active local chapters. Membership certificates were provided to chapter member. (See Appendix A for membership totals.)

2003-2004 State Chapter Annual Business Report

The 2003-2004 State Chapter Annual Business Report provides a summary of activities conducted during the 2003-2004 year. Copies of this report are distributed to State Officers, Professional Division officers, and local chapters, printed in the *State Handbook*, and posted on the state website. Copies of this report are used to promote Phi Beta Lambda within the business community and to stimulate interest in chartering and reactivating local chapters.

Identification Badges

Each state officer, state adviser, director, and Professional Division officer was provided a metallic identification badge. The badges were cast with the individual's name and position along with the year and Phi Beta Lambda shield. The badges were worn at all Phi Beta Lambda conferences and meetings as well as other functions where Executive Council members served as official NCPBL representatives.

Conference Promotion

For each state, regional, and national conference, the state directors prepared detailed conference promotional packets that were mailed to the local chapters and Professional Division members. The state directors also secured conference locations, coordinated hotel reservations and transportation, and facilitated registration and participation.

II. FINANCIAL DEVELOPMENT

To support the mission statement and goals of FBLA-PBL, Inc., the North Carolina Phi Beta Lambda State Chapter utilized the following chapter financial tools to develop, implement, and accomplish its annual plan of action.

Financial Statements

State Secretary/Treasurer Ally Kindel prepared financial statements and updates throughout the year for State Executive Council meetings. The State Chapter operated within a budget developed during the Spring Executive Council meeting. Disbursement of funds was made according to the guidelines of the budget. Extraordinary and non-budgeted items received approval of the State Executive Council prior to disbursement of funds. End-of-year financial statements were presented to the voting delegates and the general state membership during the business session at the State Leadership Conference. A CPA conducts an audit of the financial records annually. Permanent copies of all financial statements are on file in the State Adviser's office. (See Appendix E for the 2003-2004 Financial Statement.)

Fundraising

Each North Carolina local chapter conducts fundraising efforts to achieve its program of work. The North Carolina State Chapter utilizes membership dues, conference registration fees, competitive event sponsorships, Food Lion 'Shop N Share' program, and contributions from The North Carolina Phi Beta Lambda Foundation, Inc., to generate funds.

Appendices

APPENDIX A					
2004-2005 NORTH CAROLINA PHI BETA LAMBDA MEMBERSHIP					
AND CONFERENCE ATTENDANCE (BY CHAPTER)--NCPBL					

CHAPTERS	NLC	FLDC	NFLC	SLC	Membership
EASTERN REGION					
Barton College	X	X	X	X	120
Beaufort County Community College	X	X	X	X	21
Chowan College					14
Craven Community College	X	X		X	9
Elizabeth City State University				X	22
Fayetteville State University					6
Fayetteville Technical Community College	X	X	X	X	23
Halifax Community College		X			7
Lenoir Community College	X	X		X	11
Mount Olive College	X	X		X	24
Nash Community College	X	X		X	8
Sampson Community College	X	X			8
Southeastern Community College	X	X		X	14
Wayne Community College		X		X	24
CENTRAL REGION					
Durham Technical Community College	X	X		X	14
Johnson & Wales University		X		X	111
Livingstone College		X			11
North Carolina Central University	X	X	X	X	31
Piedmont Community College					15
Pfeiffer University	X	X		X	9
Randolph Community College					7
Saint Augustine's College	X			X	37
Shaw University					7
Shaw University—High Point					7
Stanly Community College	X	X	X	X	17
Wake Technical Community College		X		X	6
Winston-Salem State University		X		X	44
WESTERN REGION					
Appalachian State University	X	X		X	38
Asheville-Buncombe Tech. Com. College	X	X		X	24
Blue Ridge Community College	X	X		X	16
Cleveland Community College				X	6
Isothermal Community College	X	X		X	22
Lees-McRae College				X	4
Lenoir-Rhyne College	X	X		X	29
Mitchell Community College	X	X		X	9
Surry Community College	X	X		X	38
Wilkes Community College		X		X	22
Membership for 37 Active Chapters					835
NCPBL PROFESSIONAL DIVISION (29 local chapters represented -- 235 members)					
NLC: 2004 National Leadership Conference, Denver, CO					
FLDC: 2004 Fall Leadership Development Conference, Wilmington, NC					
NFLC: 2004 National Fall Leadership Conference, New Orleans, LA					
SLC: 2005 State Leadership Conference, Charlotte, NC					

APPENDIX B 2004-2005 STATE EXECUTIVE COUNCIL NORTH CAROLINA PHI BETA LAMBDA
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STATE OFFICERS

PRESIDENT Lanetta Holloway North Carolina Central University	EASTERN REGION VICE PRESIDENT Rebecca Whitley Mount Olive College
SECRETARY/TREASURER Ally Kindel Barton College	CENTRAL REGION VICE PRESIDENT Kristy Leonard Winston-Salem State University
HISTORIAN Sarah Espinosa Fayetteville Technical Community College	WESTERN REGION VICE PRESIDENT Miranda Hensley Appalachian State University

STATE COMMITTEE

STATE ADVISER Ron Eggers Barton College	CHAPTER DEVELOPMENT DIRECTOR
AWARDS PROGRAM DIRECTOR Teresa Parker Barton College	PUBLICATIONS DIRECTOR Kenneth Kleiner Fayetteville Technical Community College
LEADERSHIP DEVELOPMENT DIRECTOR Kathy Toler Asheville-Buncombe Technical Community College	PROFESSIONAL DIVISION DIRECTOR Robbie F. McDonald Duke Energy, Charlotte

LOCAL CHAPTER ADVISERS OF STATE OFFICERS

Sonya Scott Sonya McCoy Rowland Chidomere Joe Walsh	North Carolina Central University Mount Olive College Winston-Salem State University Appalachian State University
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STATE PROFESSIONAL DIVISION OFFICERS

PRESIDENT VICE PRESIDENT SECRETARY/TREASURER	Eric McGarvey, Lake Lure Heidi Metcalf, Weaverville Amethia Clay, Durham
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**APPENDIX C
2004-2005 STATE ORGANIZATIONAL CHART
NORTH CAROLINA PHI BETA LAMBDA**

FBLA-PBL, INC. NATIONAL ORGANIZATION

FBLA-PBL, INC. STATE CHAIRMAN

NCPBL STATE ADVISER

**NCPBL STATE COMMITTEE
(State Chairman, State Adviser, & State Directors)**

STATE EXECUTIVE COUNCIL

State Chairman
State Adviser
State Directors
State President and Local Adviser
Eastern Region Vice President and Local Adviser
Central Region Vice President and Local Adviser
Western Region Vice President and Local Adviser
State Secretary/Treasurer and Local Adviser
State Historian and Local Adviser
State Professional Division President
State Professional Division Vice President
State Professional Division Secretary/Treasurer

LOCAL CHAPTERS

APPENDIX D
2005 NATIONAL LEADERSHIP CONFERENCE QUALIFIERS
ORLANDO, FL
NORTH CAROLINA PHI BETA LAMBDA

Event	Participant	Chapter
Accounting Principles	Susan Riddle	Blue Ridge Community College
	Nick Dyson	Johnson & Wales University
Accounting for Professionals	Cris Rivera	Durham Tech. Com. College
	Jeff Billings	Wilkes Community College
American Enterprise Project	McMahan, Case, Smith	Asheville-Buncombe T. C. C.
		Barton College.
Business Communication	Alison Young	Lenoir-Rhyne College
	Marie Howard	Stanly Community College
Business Decision Making	McMahan, Fann, Beckett	Asheville-Buncombe T. C. C.
Business Law	Julie Lackey	Lenoir-Rhyne College
	Dave Edwards	Blue Ridge Community College
Business Plan	Steve Moncus	Surry Community College
C++ Programming	Tonya Woessner	Stanly Community College
	Larry Meek	Barton College
Community Service Project	Beckett, Fann, Huskins	Asheville-Buncombe T. C. C.
	Blackmon, Raper, Shearon	Barton College
Computer Applications	Kathy Woods	Asheville-Buncombe T. C. C.
	Erica Call	Lenoir-Rhyne College
Computer Concepts	Dana Huskins	Asheville-Buncombe T. C. C..
	Brandon Andrews	Lenoir Community College
Desktop Publishing	Spencer, Fulford	Beaufort Co. Com. College
	Friedman, Voliva	Craven Community College
Economics	Latanya Bennet	Winston-Salem St. University
	Jeremy Crocker	Mount Olive College
Emerging Business Issues	Edwards, Griffin	Barton College
Finance	Cris Rivera	Durham Tech. Com. College
	Alex Givens	Mount Olive College
Future Business Executive	Lanetta Holloway	North Carolina Central U.
	Rosa Edwards	Beaufort Co. Com. College
Future Business Teacher	Kristi Stoker	Surry Community College
	Rebecca Whitley	Mount Olive College
Hospitality Management	Latanya Bennet	Winston-Salem St. University
	Faith Barter	Johnson & Wales University
Human Resource Mgt	Tarshal Ravenell	Lenoir Community College
	Christy Harvey	Lenoir-Rhyne College
Impromptu Speaking	Octavia Jones	Saint Augustine's College
Information Management	Tonya Callihan	Fayetteville T. Com. College
	Alegera Wilkerson	Asheville-Buncombe T. C. C.

International Business	Kristy Leonard	Winston-Salem St. University
	Elaine Price	Nash Community College
Java Programming	Alegera Wilkerson	Asheville-Buncombe T. C. C.
	Tonya Callihan	Fayetteville T. Com. College
Job Interview	Alexis Smith	North Carolina Central U.
Local Chapter Annual Business Report		Barton College Lenoir-Rhyne College
Management	Allen Davis	Barton College
	Kamia Barker	Surry Community College.
Marketing	Susanne Blaylock	Wake Tech. Com. College
	Agnes Murphy	Nash Community College
Multimedia Presentation	Ingram, Scott	North Carolina Central U.
	Sauls, Poole, Allen	Elizabeth City State University
Network Design	Angle, Owens	Surry Community College
Networking Concepts	Emmanuel Barnes	Fayetteville T. Com. College
	Rodney Owens	Surry Community College
Parliamentary Procedures	East, Clark, Furr, Goode, Poplin	Stanly Community College
Partnership with Business	Griffin, York, Shearon	Barton College
	McMahan, Case, Huskins	Asheville-Buncombe T. C. C.
Public Speaking	Tabitha Fulford	Beaufort Co. Com. College
Sales Presentation	Elizabeth White	Surry Community College
Sports Mgt & Mkt	Jamie Stevens	Fayetteville T. Com. College
	Samantha Beavers	Mount Olive College
Statistical Analysis	Kevin Haynie	Winston-Salem St. University
	Clarenica McCutchen	Winston-Salem St. University
Telecommunications	Kathy Woods	Asheville-Buncombe T. C. C.
	Josiah Hyatt	Asheville-Buncombe T. C. C.
Visual Basic Programming	Brenda Watkins	Isothermal Community College
	Michael Pressley	Stanly Community College
Website Development	White	North Carolina Central U.
	Blount & Kawa	Blue Ridge Community College
Word Processing	Jenni Fox	Barton College
	Stephanie Holloway	Isothermal Community College
Who's Who in NCPBL	Lanetta Holloway	North Carolina Central U.
Outstanding Chapter Advisor	Sonya Scott	North Carolina Central U.
Businessperson of the Year	Heidi Metcalk	Asheville-Buncombe T. C. C.
	Kallen King	Mount Olive College
	Michelle Dobbins	North Carolina Central U.



APPENDIX D
The North Carolina State Chapter of
PHI BETA LAMBDA
FINANCIAL STATEMENT
For the Period July 1, 2004 – April 5, 2005

	CHECKING	SAVINGS
BEGINNING BALANCES	\$ 3,575.95	\$ 8,048.19
RECEIPTS		
110 State Membership Dues	8,330.00	
115 National Membership Dues	8,180.00	
118 Professional Division Dues	83.00	
Fall Leadership Development		
120 Conference	4,040.00	
130 State Leadership Conference	22,898.00	
133 SLC Event Sponsorship	1,000.00	
140 NCPBL Foundation	0.00	
180 Interest Income	0.00	18.82
190 Miscellaneous Income	1,002.00	
Total Receipts	\$ 45,533.00	\$ 18.82
FUNDS AVAILABLE	\$ 49,108.95	\$ 8,067.01
EXPENSES		
210 Office Operations Expense	\$ 240.72	
215 Insurance	0.00	
220 State Officer Travel Expense	650.80	
Executive Council Meeting		
230 Expense	1,866.92	
State Committee Travel		
235 Expense	600.00	
238 State Committee Honoraria	1,000.00	
240 Chapter Development Expense	628.37	
245 State Newsletter Expense	556.57	
248 State Website Expense	0.00	
Fall Leadership Development		
250 Conference	3,421.02	
260 State Leadership Conference	3,785.61	
SLC Event Administrator		
265 Honoraria	0.00	
270 National Dues	8,200.00	
275 State Professional Dues	83.00	
280 NCPBL Foundation	20.00	
285 Scholarship Awards	0.00	
290 Miscellaneous Expenses	56.50	
295 Bank Service Charge	0.25	
Total Disbursements:	\$ 21,109.76	\$0.00
ENDING BALANCES, APRIL 5, 2005	\$ 27,999.19	\$ 8,067.01

