

# **PTC-SC**

## **Meeting Minutes**

February 28, 2007

### **I. Call to order**

Anna Forsberg called to order the regular meeting of the PTC-SC board/officers at 1:00 p.m. on February 28, 2007 at Luminarias Restaurant.

### **II. Roll call**

The following persons were present:

J. Dickson	A. Lawton
A. Forsberg	M. Mihalevsky
R. Freudenberg	C. Nelson
A. Gurjian	J. Siu
E. Hane	W. Syth
S. Humes	

### **III. Approval of minutes from last meeting**

Jennifer Dickson distributed the minutes from the last meeting. The minutes were approved.

### **IV. Open issues**

1. Executive Director – The board needs to vote on a new Executive Director to replace E. Hane.
  - a) J. Siu indicated Monica Budd may be interested in taking on the role.
  - b) R. Freudenberg suggested the board members come up with some names and R. Freudenberg and A. Forsberg would approach named candidates.
  - c) A. Forsberg will contact Monica Budd, Bridget Styers and David Freidland resolving the unfilled Executive Director role.
  - d) The issue is unresolved. The board will vote on this issue at the next meeting.
2. Bylaw Revision – The committee met on the morning of February 28, 2007 to discuss proposed revisions to the bylaws.
  - a) S. Humes; first draft will be sent to the board for review and approval at the next meeting in March. The focus of the revisions is on the nomination committee and voting procedures.

### **V. New business**

1. Budget, Fees, and Recruitment – Budget information was reviewed from 2003 to 2006 and a proposed budget for 2007 was introduced.
  - a) R. Freudenberg proposed focusing on increasing revenue and advertising.
  - b) J. Siu proposed increasing the number of student members and private sector members.

- c) J. Dickson proposed rotating locations to make attendance at monthly luncheons more accessible for members located in Orange County and San Bernardino County.
- d) A. Lawton plans to conduct a survey to identify interests. Do not want to jeopardize losing the large Los Angeles membership base.
- e) R. Freudenberg proposed a focus on one large conference rather than trying to complete two large conferences; members may have too many choices for conferences from other professional organizations.
- f) M. Mihalevsky has arranged for the Spring conference at the Universal City Hilton and paid a deposit. Proposed going after increasing attendance versus changing things (A. Lawton concurs); advertising needs to occur earlier and the website needs to be kept up to date; estimated \$150 fee for Spring conference fees; an estimated 50 paid persons are needed to break even.
- g) E. Hane; have the VP of conferences start with planning the fall followed by the spring conference to make an easier planning transition.
- h) R. Freudenberg; add training and workshop components.
- i) E. Hane; plan topics ahead of time and cycle topics to avoid repeating the same themes over and over.
- j) A. Lawton and M. Mihalevsky; broaden topics.
- k) R. Freudenberg; include topics related to applied psychometrics which can include classification, compensation and training; more than just pre-employment testing.
- l) R. Freudenberg; incorporate an organization membership cost as a pricing strategy; may capture more members since organizations would prepay.
- m) M. Mihalevsky; include vendors at conferences and advertising on the website.
- n) J. Siu moved to increase the luncheon fees for professional members and professional non-members to \$25 and \$30 respectively. A. Forsberg seconded the motion; All concur verbally.

### 3. Committee to Increase Membership

- a) J. Siu indicated there are interested parties who would like to form a committee aimed at increasing membership.
- b) E. Hane indicated no action is required by the Board for this and they should be encouraged.

### 4. Website

- a) A. Forsberg; Amy Quinones will continue to update the PTC website until Jeremiah McFarland is able to take over the duties.

### 5. Bemis Award – One nomination has been received and it was for Cal Hoffman. The deadline to submit the nominee is in April.

- a) E. Hane proposed re-nominating someone in the past that was not ultimately selected for the award.

## **VI. Adjournment**

Rod Freudenberg moved to adjourn the meeting at 2:15 p.m. and Jose Siu seconded the motion