

# **PTC-SC**

## **Meeting Minutes**

April 24, 2013

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

J. Stiegelmar called the PTC-SC board/officers meeting to order at 9:30 a.m. on April 24, 2013 at the Luminarias Restaurant in Monterey Park.

### **II. Roll call**

The following persons were present:

J. Kahn	A. Tompkins
E. Ceja	C. Long
J. Stiegelmar	J. Landin
B. Tietze	A. Lawton
C. Winslow	M. Cool
F. Olmos	J. Smith

### **III. Officer Reports**

#### **1) President Elect – A. Tompkins**

- The articles of incorporation have been updated with new contacts. J. Stiegelmar and J. Smith signed it.
- E. Ceja found the document while looking at the tax documents and realized that it needed to be updated.

#### **2) Past President – J. Kahn**

- A new logo has officially been selected. It was edited to make it easier to read. The logo will also be made in black and white so that both options will be available.
- J. Stiegelmar will forward the logo to everyone and we will start brainstorming some ways to use it, such as a banner. She would also like input for the IPAC advertisement.
- A. Tompkins offered to draft some ideas for the IPAC advertisement and will have it by mid-May.

#### **3) VP Communications – J. Landin or J. Koch**

- J. Landin added a function to the website that allows people to click on a button to add the Luncheon meetings to their calendars on their computer.
- A. Tompkins continues to screen the people requesting to be added to the LinkedIn group.

#### **4) VP of Programs - M. Cool**

- M. Cool said he still needs to find a speaker for the May luncheon. He has gotten speakers for the July and September luncheons.

#### **5) VP of Conferences – C. Winslow**

- C. Winslow is working with the Tulip Rose (the location from last year) to see what options they have for this year's conference. So

far they have offered us their new basement room, but everyone agreed that they would rather have a room with windows.

- November 15, 2013 is the projected date of the next conference.
- B. Tietze suggested that we highlight the 60<sup>th</sup> anniversary of PTC-SC as part of the theme this year. He suggested David Campbell as a possible speaker.
- J. Stiegelmar said that she liked the idea of highlighting the 60<sup>th</sup> anniversary and suggested that we talk about some changes in testing over the years. She also suggested Patrick Ibarra as a possible speaker. She would like to have the keynote speaker firmed up so that we can send out save-the-date notices. She also suggested that C. Winslow try to get at least two other quotes from other locations just in case the Turnip Rose cannot offer us what we want.

**6) Treasurer's Report – E. Ceja**

- We have \$13, 000 in checking and our State and Federal taxes have been filed.

**7) Secretary – J. Smith**

- J. Smith brought the minutes from the email voting that took place March 18, 2013.
- **A. Tomkins moved to approve the minutes of March 18, 2013. B. Tietze seconded the motion. All present concurred.**
- J. Smith commented that email voting seems to be working out well; however, she reminded everyone that they need to copy her on the email replies so that she can track the responses for the official minutes.

**IV. New Business – J. Stiegelmar**

1) Discussion of Proposed Purchases

- J. Stiegelmar would like to purchase a banner with the new logo on it. She asked the group to brainstorm other ideas for purchases.
- Some of the other suggestions were: t-shirts, sticky notes, notepads, little flashlights, self charging lights and flash drives.

2) Discussion of Annual Conference Progress

- This topic was already discussed earlier.

3) Discussion of New Logo and Progress

- This topic was already discussed earlier.

4) 2013 Bemis Award Nomination

- J. Stiegelmar thanked B. Tietze for his wonderful work on the write-up to nominate TR Lin for the Bemis Award this year. B. Tietze still needs endorsers who are current members and he needs a committee member.

## **V. Open Issues**

- A. Tompkins asked if we should look into different locations to hold the monthly luncheons. J. Landin suggested the Rio Hondo Country Club in Downey and everyone seemed to like that idea.
- E. Ceja said that we have 74 members and J. Stiegelmar said that we will send out an email to the members who have not re-signed up for this year to reach out to them.

## **VI. Next Board Meeting**

Next Board meeting to be held before the July luncheon.

## **VII. Adjournment**

J. Stiegelmar adjourned the meeting at 10:35 a.m.

Minutes submitted by: J. Smith