

PTC-SC

Meeting Minutes

July 24, 2008

I. Call to order

Mike Arnoldus called to order the regular meeting of the PTC-SC board/officers at 10:00 a.m. on July 24, 2008 at Luminarias restaurant in Monterey Park.

II. Roll call

The following persons were present:

J. Allen

M. Arnoldus

J. Brandt

A. Forsberg

R. Freudenberg

A. Lawton

J. McFarland

D. McBride

M. Mihalevsky

J. Siu

F. Zandian

III. Approval of minutes from last meeting

M. Arnoldus distributed the minutes from the last meeting. M. Mihalevsky moved to approve the minutes from January 15, 2008. R. Freudenberg seconded the motion; All concur verbally.

IV. Open issues

1. There were no open issues addressed.

V. New business

1. Officer Duty Reorganization

- a) M. Arnoldus proposed a reorganization of officer duties for the positions of Vice President (VP) of Publications and VP of Web Publications. M. Arnoldus indicated that it has been difficult to recruit for these two positions. M. Arnoldus proposed either combining the two officer positions into one, or eliminating both officer positions and consolidating the duties into the President Elect position.
- b) M. Arnoldus provided information from PTC-NC for organization ideas. PTC-NC has fewer positions, which requires fewer people to recruit each year.
- c) J. Siu initially liked consolidating the two positions into one and supports the proposal.
- d) A. Forsberg supported a "Communications Officer" position, which would consolidate the VP of Publications and VP of Web Communications into one.
- e) M. Arnoldus indicated that the publications role has significant responsibilities but the office has not been used as intended.
- f) D. McBride provided a copy of the description of the President Elect's responsibilities as outlined in the officer recruitment materials. D. McBride noted that the President Elect is more involved in the election process than in the past.

- g) A. Forsberg noted that in the past, the President Elect has moved into the President position earlier than intended, which has affected the role.
- h) M. Arnoldus also indicated that the PTC-SC history is not being adequately documented and this needs to change. M. Arnoldus recommended that this role be given to the Past President.
- i) R. Freudenberg stated that the Past President position is a non-elected honorary role and the incumbent may decline. For those reasons, the Past President should not be loaded with responsibility.
- j) R. Freudenberg moved to consolidate the VP of Publications and the VP of Web Publications into one position titled Vice President of Communications. M. Mihalevsky seconded the motion; All concur verbally.**

2. Election Timetable

- a) M. Arnoldus indicated that there is an increased need for additional time to gather nominations since it has proven difficult in the past.
- b) R. Freudenberg noted that people have raised the issue about the large number of officers/board members from LAUSD.
- c) M. Arnoldus wants to expand and not become too reliant on LAUSD participants. To do this, further outreach is needed. Approximately one month is needed for the nomination process and election process since the plan is to announce the results at the conference in October.
- d) R. Freudenberg indicated that the role for the nominating committee lies with existing officers. They are responsible for going over the existing membership roster and identifying individuals who are involved in PTC and have regular attendance. The nominating committee should encourage those people to run for office in order to have a succession plan. This approach could diffuse some of the lack of organizational diversity.
- e) M. Arnoldus stated that the nominating and election committees are separate and that everyone has responsibility to do outreach.
- f) M. Mihalevsky recommended that each officer identify one person to fill his or her role.
- g) M. Arnoldus will draft a plan/policy for the election and nomination committees.
- h) M. Mihalevsky recommended a web based election (i.e. Surveymonkey.com) and volunteered to look into this option.

3. Other Business

- a) A. Forsberg confirmed that the bylaw revisions were approved during the June 2007 meeting. These revisions covered the election process.**
- b) M. Arnoldus announced that Kori Hilton is leaving and that he has appointed Sarah Walters as the Vice President of Web Publications.

VI. Adjournment

M. Arnoldus moved to adjourn the meeting at 10:48 a.m. and R. Freudenberg seconded the motion