

PTC-SC

Meeting Minutes

August 17, 2011

I. Call to order

Brandon Tietze called to order the regular meeting of the PTC-SC board/officers at 9:44 a.m. on August 17, 2011 at Luminarias restaurant in Monterey Park.

II. Roll call

The following persons were present:

P. Deines	J. Koch
D. Denning	D. McBride
M. Escobedo	J. Smith
A. Forsberg	B. Tietze
A. Gurjian	A. Tompkins
J. Kahn	

III. Old Business

- 1. M. Escobedo moved to approve the minutes from the April 27th Board meeting. A. Tompkins seconded the motion; All concur verbally.**

IV. Officer Reports

1. President Elect

J. Kahn did not have any items to discuss.

2. Past President – Scholarship Program

M. Escobedo stated that he needed a Board member to serve on the committee.
A. Forsberg was nominated to be on the committee.

3. Co-VPs of Communications – Website Refinement/Paypal

A. Tompkins reported that LinkedIn is sorted out for the PTC-SC group. She stated that all HR professionals get approved for the group; there had been a couple of glitches but they have all been fixed. There is nothing new on the website.

J. Koch is working on the website to add Paypal to pay for memberships, luncheons, and conferences. He still needs to get proof that PTC-SC is non-profit. B. Tietze would like the Paypal function to be ready to go before the fall conference.

4. VP of Programs – September Luncheon

P. Deines reported that the next luncheon would be held on September 21st and it will be the student luncheon. B. Tietze stated that many of the students have classes on Wednesdays and therefore asked P. Dienes if he could look into making the luncheon on a different day of the week.

M. Escobedo stated that allowing the students to have free admission for the student luncheon was a success last year. Everyone agreed that it would be a good idea to keep the luncheon free for students.

Everyone discussed whether September would be the last luncheon of the year. A. Forsberg stated that a luncheon could be held in October. B. Tietze stated that a luncheon in October may cause some people to not be able to get off work for the November conference, and therefore asked if maybe December would be a better month for the last luncheon. P. Dienes stated that he could try to get Steve Rivera to speak at the December luncheon. D. Denning commented that Steve would be a good speaker and she spoke a little but about his background in job analysis in assessment development.

5. VP of Conferences – Conference Update

J. Stiegelmar was not present at the meeting; therefore, B. Tietze spoke for her in her absence. He stated that all of the planning for the conference was going very well. Six speakers were confirmed for the conference and the location was going to be very nice. The brochure was almost finished and A. Tompkins is going to post the brochure on the website when it is completed.

6. Treasurer's Report

B. Arko was not present at the meeting; therefore, J. Smith passed out the treasurer's report in her absence. A. Forsberg questioned the website charges for the domain name. B. Tietze asked J. Koch to review the expense and ensure that it was correct.

7. Secretary

J. Smith did not have any items to discuss at the meeting.

V. **New Business**

1. Establish action plan for the Selection/Testing/IO Pysch Job Portal on the website

B. Tietze wants to increase the customer service portion of the PTC-SC website in terms of job postings. He requested that an action plan be created to get it completed and stated that he would give a group list of websites for jobs that can be added to the PTC-SC website. A. Tompkins suggested that it be kept simple and maybe just add places to look for jobs on our current job page. A. Gurjian spoke about the possibility of live stream and a LinkedIn widget. A. Tompkins spoke about the con's of making the LinkedIn group open instead of screening the people who are accepted.

2. Authorize Brandon Tietze, or authorized account user, to purchase the following items for luncheon and conference use: portable PA system, two speaker stands, microphone and microphone cable, and lavalier microphone system, for total price not to exceed \$1,250.

B. Tietze stated that the purchase of these items will save money. He said that the microphone and cable may not have to be purchased right now, but that the PA system would be a great investment. He also suggested that the president be made the coordinator of all PTC-SC inventory.

A. Tompkins moved to approve the purchase of the items. A. Gurjian seconded the motion; All concur verbally.

3. Amend PTC-SC Scholarship reward to \$750 for the 1st prize, \$250 for the 2nd prize, and \$100 for the 3rd prize.

M. Escobedo stated that he felt the amendments to the scholarship awards were a good idea. D. Denning stated that she was concerned that we may not receive three great applicants for the scholarship. A. Gurjian stated that she was concerned that the qualifications may be too lenient. M. Escobedo stated that he feels that the committee can exercise judgment to see if the applicants are qualified and he said that he would review the evaluation form.

VI. Open Issues

1. M. Escobedo suggested that the process to solicit new people for the PTC-SC elections for next year should begin soon.

VII. Next Board Meeting

1. To be announced.

VIII. Adjournment

- B. Tietze adjourned the meeting at 10:34 a.m.

Minutes submitted by: Jenni Smith