

PTC-SC

Meeting Minutes

September 25, 2013

I. Call to order

J. Stiegelmar called the PTC-SC board/officers meeting to order at 10:00 a.m. on September 25, 2013 at the Luminarias Restaurant in Monterey Park.

II. Roll call

The following persons were present:

J. Kahn	A. Tompkins
D. McBride	J. Landin
E. Ceja	M. Cool
J. Stiegelmar	J. Smith
F. Olmos	

III. Officer Reports

1) President Elect – A. Tompkins

- A. Tompkins said the information to nominate new officers for next year will be posted soon.

2) Past President – J. Kahn

- J. Kahn has requested the original templates for advertisements from the graphic designer and he will give J. Stiegelmar the high quality logo for the banner that she is going to order.

3) VP Communications – J. Landin

- J. Landin has updated registration for the conference and will have the brochure posted on the website. She is going to test PayPal to ensure that everything works for the conference. She has updated new job postings on the website. She will also use LinkedIn to notify people of the upcoming conference and officer nominations.

4) VP of Programs - M. Cool

- M. Cool said that he did not have any news at this time.
- J. Stiegelmar suggested that the officer in charge of the luncheons next year should use the Monterey Park location and the Downey location in order to target different audiences.

5) VP of Conferences – C. Winslow

- C. Winslow was not present at the meeting, therefore J. Stiegelmar gave the update on the conference.
- J. Stiegelmar said the brochure is almost done. She started a conversation regarding gifts for the conference speakers.
- A. Tompkins suggested that we give out Kindles like we did in previous years.
- D. McBride suggested that we give out Amazon gift cards instead, in case the speakers did not have a use for a Kindle.

- J. Kahn thought that the Kindles seem more professional when they are presented to the speakers (as opposed to a gift card).
- J. Stiegelmar said that she will present this issue for an online vote since there was not a quorum at the meeting.

6) Treasurer's Report – E. Ceja

- We have about \$13,000 in checking.
- The PayPal square was purchased, but it might be difficult to pass on to the next officer since she had to register it in her name.

7) Secretary – J. Smith

- J. Smith will put all of the minutes from 2012 in dropbox.

IV. New Business – J. Stiegelmar

1) Approve Proposed Purchases for the PTC-SC events:

- Banner-6 foot; Sticky Notes; Notepads; Pens; Mini Flashlights
- The motion for these purchases will be done electronically on a later date.

2) Discussion of new logo and implementing it on the website:

- J. Stiegelmar proposed that we keep the website the way that it is instead of trying to incorporate the new logo at this time. We may look for a new website in the future, but it is fine for now.
- F. Olmos has a background in websites and he said that it may be possible to get around the administration issues and access our files.

V. Open Issues

- 1) J. Landin asked if the Co-VP of Communications could attend the programs for free if only one of the VPs attends.

VI. Next Board Meeting

Next Board meeting will most likely be held in January.

VII. Adjournment

J. Stiegelmar adjourned the meeting at 10:50 a.m.

Minutes submitted by: J. Smith