

AAPSE BOD Meeting Minutes

8/26/19

1:00pm-2:00pm Central
Zoom/teleconference

Meeting called by: Kim Brown

Type of meeting: Board of Directors (BOD)

Recorded by: Betsy Buffington

Attendees: Kim Brown, Betsy Buffington, Pat Hastings, Tana Haugen-Brown, Darrell Hensley, Jan Hygnstrom, Jessica Lenker, Gene Merkl, Kerry Richards, Sonja Thomas, Mike Wierda

Minutes

Agenda item: 1. Call to Order **Presenter:** Kim Brown

Agenda item: 2. Treasurer's Report **Presenter:** Sonja Thomas

Discussion: Sonja Thomas asked for approval to renew the PO Box for \$134. Motion by Tana Haugen-Brown to allow for the treasurer to renew the PO Box. Seconded by Kerry Richards. Motion passed.

OLD BUSINESS

Agenda item: 3. 2020 AAPSE Meeting **Presenter:** Kim Brown

Discussion: The EC is working with PACT leadership. We have reached out to PACT leadership about dates for the meeting in 2020. AAPSE has asked for a day and half on the front end or tail end of the PACT meeting, with preference on the front end of the meeting. The EC felt that important items to be included during the meeting are orientation for new members, general membership meeting with awards, BOD meeting, committee meeting, and professional development program for AAPSE members, separate from PACT. Kerry Richards stated that a PACT planning committee meeting is scheduled for next week. Several AAPSE BOD members are serving on the PACT planning committee. The EC will reach out to the Professional Development Committee for specific topics to be covered. If there is something you would specifically like to know, please let the Professional Development Committee know. Kerry Richards asked about the status of Jolene Hendrix's proposal for professional development with PACT. Kim Brown stated that Jolene's proposal was a joint venture between PACT and AAPSE. The EC felt that keeping the PACT and AAPSE meetings separate was more beneficial. Be prepared to discuss this topic in more depth at next month's AAPSE BOD meeting once more details about the PACT meeting are known.

Action items	Person responsible	Deadline
✓ Reach out to the Professional Development Committee asking for specific topics.	EC	10/1/19
✓ Contact Professional Development with potential topics	BOD, members	10/1/19
✓ Add 2020 AAPSE meeting to next AAPSE BOD agenda.	Kim Brown	9/20/19
✓ Be prepared to discuss this topic at next month's AAPSE BOD meeting.	BOD	9/27/19

Agenda item: 4. 2021 AAPSE Meeting **Presenter:** Kim Brown

Discussion: The EC has started discussions about planning the 2021 AAPSE meeting. At the BOD meeting in Duluth, regional reps stated that the membership would like to have a national meeting. Plans for the 2021 meeting will begin after the 2020 meeting is more organized.

Action items	Person responsible	Deadline
✓ Start planning 2021 AAPSE meeting after 2020 meeting is more organized.	EC	10/15/19

Agenda item: 5. Committee Reports **Presenter:** Kim Brown

- a. Awards Committee – 2020 Awards
- b. Nominations & Elections Committee – Reducing Presidents Term

Discussion:

5a. During the Duluth BOD meeting, the board decided to present awards at the 2020 meeting. AAPSE will follow the Awards Committee’s requested timeline. Kim Brown will confirm with the Awards Committee that they are willing to offer awards every year. Tana Haugen-Brown stated that it is a good idea to do awards every year, consistently.

Kim Brown requested assistance from regional reps to help solicit people for awards, assist in award applications, and hold regional conference calls to help identify possible nominees. Mike Wierda asked for a document for regional reps to use when helping identify people for awards that explains the various awards. Betsy Buffington stated that the AAPSE website provides a brief description of each award and guidelines. The EC will help draft emails including award descriptions to send out to the regions.

Kerry Richards stated that during the Duluth BOD meeting, there was some interest about changing or discussing the statement that limits or restricts EC members from being nominated. Betsy Buffington stated that EC and Award Committee members cannot be nominated for awards that go through the Awards Committee. Kim Brown explained that Award Committee members submit award nominees to the EC for final approval. Tana Haugen-Brown stated that it makes sense to restrict EC members from being nominated since they are making final decisions on awards. Kerry Richards stated that it was suggested at the Duluth BOD meeting that if someone on the EC was nominated, they could recuse themselves. Mike Wierda stated that EC members are doing a lot and are deserving of awards, but said the current process did not need to be changed. Kim Brown stated that we will keep things the way they are currently and can continue the discussion as needed.

5b. As part of the committee reports, the Nominations and Elections Committee brought up the issue of reducing the six-year commitment of President-elect (2 years), President (2 years), and Past-president (2 years). Kerry Richards stated that reducing the term for past president would be helpful. Mike Wierda stated that we would have a better chance of getting people to run for president if it was not for a full six years. Kim Brown asked if this issue is something that the BOD would like to ask the By-Laws Committee to look into and submit a proposal to the BOD for approval before going to the entire membership.

Motion by Jan Hygnstrom for the By-Laws Committee to look into changing the terms for president, president-elect, and past-president for the length of the terms. Seconded by Mike Wierda. Pat Hastings asked for clarification on “looking into” in the motion. Kim Brown stated that it means a proposal from the By-Laws Committee on how to proceed for the BOD to approve before it goes to the full membership for a vote. Mike Wierda asked if the By-Laws Committee could provide the BOD with multiple options for reducing the president’s term. Kerry Richards asked that the regional reps get the views of their constituents and bring the voice of the membership to BOD discussions. Motion passed.

Action items	Person responsible	Deadline
✓ Set up Zoom meetings for each BOD meeting date.	Sonja Thomas	9/9/19

Agenda item: 10. Comments and Announcements **Presenter:**

Discussion: Please use video on Zoom to share your face during meetings to increase interaction during future meetings.

Pat Hastings requested a high-quality copy of the AAPSE logo to use in regional email communications to the AAPSE membership. The logo will only be used for AAPSE business. Betsy Buffington will send a copy of the logo to BOD members for use in official AAPSE business.

Action items	Person responsible	Deadline
✓ Set up video camera to use during Zoom meetings.	BOD	9/20/19
✓ Send BOD 3-inch AAPSE logo for use in email communications.	Betsy Buffington	8/27/19

Agenda item: 11. Adjournment **Presenter:** Kim Brown

Discussion: Motion by Gene Merkl to adjourn. Seconded by Pat Hastings. Motion passed.

Next BOD meeting: September 27, 2019

Future meeting dates:

October 25, 2019

November 22, 2019