

# **PAPSA Executive Board Emergency Meeting**

## **Monday, March 16, 2020**

### **Via Phone**

Those in Attendance: Janilyn Elias, Matt Ammons, Frank Bruno, Tom Burnheimer, Marialena Casciotta, Lou Chance, Chris Pugliese, Cindy Soltys, and Doug Arnold

- I. Call to Order - Dr. Janilyn Elias, President - Called to order by President Elias at 5:03 PM
- II. 2020 Conference
  - A. Travel Restrictions, Etc. - Schools are now closed throughout the state; no gatherings of 50 or more people, but expected to go down to 25; situation is fluid;
  - B. Hotel Policy - Hotel will refund all \$ if we cancel. Would like us to consider coming to the hotel in 2022. That will be a decision for our June 18, 2020 meeting.
  - C. Financial Implications of Canceling
    1. Loss of Registration Revenue - Expect to lose at least \$15,000.00, since we would have had at least 50-55 registrants.
    2. Hotel Costs - None.
    3. Cost of Programs - Printing cost is @ \$325.00 for programs and forms.
    4. Cost of Refunding (Postage, Time, etc.) - Postage will be @ \$30.00; process will be time intensive.
    5. Loss of Sponsorship Monies - Loss of \$8,000.00.
      - a. Possible Strategies - Just provide a full refund and keep them as sponsors; encourage them to sponsor at next year's conference.
      - b. Other - With the loss in conference revenues, once our future expenses are paid (e.g., stipends, meeting costs for June and October, etc.) we expect our available funds to go down to about \$15,000.00.
  - D. Re-scheduling Possibilities - Looking to reschedule was deemed impractical.
  - E. Decision of How to Proceed - Motion to cancel the 2020 conference was made by Frank B., seconded by Maria C., and passed unanimously. Doug A. will send a mass email via PupilServ, will send a PnnLink, and will post on multiple places on our website. Motion to waive the \$25.00 refund fee was made by Janilyn E., seconded by Maria C., and passed unanimously.
- III. New Business - Post award winners on the website; Tom B. made a motion to hold the election remotely by sending out via mass email on 4/2/20 and to notify members of the results, as well

as the recent Executive Board appointments and replacements. The motion was seconded by Frank B. and passed unanimously.

- IV. For the Good of the Order - We will hold a brief phone meeting on March 26th at 2 PM to determine whether we will hold our April 1, 2020 meeting. There will be no agenda for this meeting, since we will just be deciding on whether to hold the meeting in light of the current crisis. Our June 18, 2020 meeting will be held at CAIU 15 at 10 AM.
- V. Adjournment - Motion to adjourn was made by Chris P., seconded by Cindy S., and passed unanimously. Meeting was adjourned at 5:40 PM.