

PAPSA Executive Board Meeting
October 3, 2018
New Cumberland Holiday Inn Express
10:00 AM

Attendance: Cindy Soltys, Kathy Setlock, Doug Arnold, Tom Burnheimer, Jeanne Knouse, Janilyn Elias, Jackie Canter (**Via Conference Call**), Tammy Wood-Moghal (**Via Conference Call**), Chris Pugliese (**Via Conference Call**), Cindy Soltys (**Via Conference Call**)

- I. Call to Order at 10:08 by Tom Brunheimer
- II. Secretary's Report: Jeanne Knouse
Reviewed [June 18, 2018 minutes](#)
Motion to approve: Janilyn Elisa, 2nd Kathy Setlock
All in favor - approved
- III. Treasurer's Report: Janilyn Elias
Review of budget (questions regarding codes)
Reviewed June 18, 2018 treasures report
Motion to approve: Cindy Soltys, 2nd Kathy Setlock
All in favor - approved
- IV. President's Report: Tom Burnheimer
- V. NAPSA Update: Frank Bruno [NAPSA Conference October 14-17 Cincinnati Marriott](#)
- VI. [Executive Director's Report](#): Doug Arnold
 - a. [Government Relations](#)
 - b. [Membership Update](#)
 - c. Other
- VII. Old Business
 - a. Conference 2019
 1. Theme - **Everyday Heroes**
 2. [Draft Schedule](#)
 3. Financial
 4. Award - go with what we did last year
 5. Other -
 6. Elections: Terms ending 2019
Jeanne Knouse, Secretary 2019
Tammy Wood-Moghal, President Elect for 19-21 but 21-23 term as President
Nancy Sullivan, Board Member (stepped down)
Chris Pugliese, Board Member
Kim Mecca, Board Member
 - b. PupilServ Update - improved communication has helped
 1. Numbers
 2. Volume/Quality - need to be meaningful - updates are very useful
 3. Other
 - c. Website Update
 1. [Maintenance Contract](#)
Motion to set a FEE for Services for Maintenance for Website Cindy, Kathy 2nd all in favor:
Approved
 2. Other
 - d. [Social Media](#)
 - e. Membership
 1. [New Members](#)
 2. Increasing Numbers - Highest numbers
 3. Other

- f. Workshops
- g. Peer Review - Put a blurb on the website to solicit volunteers to look into a team and/or a connection with a cohort school.
- h. Other

VIII. New Business

- a. 2017-18 Audit
- b. 2020 Conference
 - 1. Site Approval and Dates at Genetti April 1-3, 2020
 - 2. Other
- c. Printing of Conference Programs - Doug will shop around for best price
- d. Draft Forms – [Purchase Request](#) and [Reimbursement Requisition](#)
Want a \$2000 deposit
Motion to approve paying site, date and \$2000 deposit - Kathy Setlock, 2nd Janilyn Elias, all in favor:
Approved
- e. Quorum and Voting
- f. Other -
 - *We will draft some By-Law changes to include electronic participation, and a definition of a quorum for December meeting to propose February $\frac{2}{3}$ of Board approves and April to vote by general membership.
 - *there is an interest in an Individual Pupil Services Award focusing on their contributions to Student Services
 - *Doug Arnold is looking into NAPSA position. Unsure what next steps will be. Investigating options

- IX. For the Good of the Order - If people are not attending any meetings, when do we consider replacement
- If we set a list of meetings when and where the expectations (beyond emergency reasons) that attendance should be required.

- X. Adjournment
Motion to adjourn: Jackie
Adjourned at 12:04