

PDA Board Minutes

Wednesday, May 29, 2013

Attendees:

Linda Krenicky (Board co-chair, facilitator)

Molly Henry (Board co-chair, minutes)

Gigi Nunez (Board member)

Lori Onderwyzer (Board member)

Deborah Owen-Sohocki (Board member)

Gary Hughes (Treasurer)

Ari Hurtado-Molina (Board member)

Kathy Rinehart (Executive Director, ex-officio)

1. Compliments and appreciations

2. Upcoming meetings:

- June 13, 2013 am PST
- July 8-11, Arrive at Town and Country Resort in San Diego between 1-4PM

3. Announcements

- Reminder to make flight reservations and let Board members know.

4. Treasurer's Report (Gary) – accepted without opposition

Motion: Deb

Second: Molly

5. ED Report (Kathy)

- What is the limit on the ACT participants?
- Depends on facilitators

- Depends on how many participants actually submit fees
- When do we need to know? July, August

6. **PDSC Report (Kathy)**—discussed under Agenda item Manual below

Agenda Items:

Budget

Key Discussion Issues

- Total income 29%
- Income is doing much better, which is common for 1st quarter
- Summer is “crunch time” due to slower income during TT and while schools out
- Increase in expenses, which is to be expected to coincide with increase in income due to payouts and personnel hour increases
- Income and expenses are pretty matched, making about a \$4,000 profit, which isn’t much. It’s really on the line
 - We need to push on generating income
 - We also need to decrease expenses
- Next six months are our “wobbly” time
- To start a second manual, it’s not unusual to get a small business loan
- Need to keep in mind short-term costs and long-term benefits
- **Motion:** Implement 2% raise retroactive April 1, 2013
 - Made: Lori
 - Second: Deb
 - Motion Passed

Notice to membership about Kathy’s resignation

- Will send out draft to review

Manual Discussion

- Writer's request on pricing is \$15/20/25
 - Printing cost nearly the same and sales are expected to be lower
 - **Motion** pricing: \$18/23/28 (Special TT price-\$20)
- Made: Molly
- Second: Deb
- Motion Passed
 - Name of second manual---agreed to be consensus
 - Brad proposal for process—flat fee per book regardless of his selling price
 - Agreed by consensus

ACT Training

- Decision of location for European ACT- Paris/London
 - Agreement by consensus that Paris is better choice
 - Agreement by consensus to give Kathy leeway in giving Joy compensation for her work to date
- Second ACT in US
 - Spring—late March/early April
 - Location: NJ or Chicago

TT Draft Schedule from Glenda

- Linda will contact Glenda to discuss BOD presentations

Videotaping at TT

- Deb will contact Lois about videographers in San Diego

Chip DeLorenzo formally approved for Speakers Bureau via electronic vote prior to meeting

