

**PDA Board of Directors Meeting: via Zoom Conference Call**  
**March 12, 2019 – 9:00-11:30am EST**  
**Meeting Minutes**

**Color Key:** ACTION ITEMS highlighted in Yellow. VOTES highlighted in Turquoise. FUTURE meeting agenda items

**In Attendance:** (X=present)

<b>X</b>	Kelly Gfroerer ED (non-voting)	<b>X</b>	Dina Emser Co-Chair (until 11: 20)	<b>X</b>	Cathy Kawakami Co-Chair
<b>X</b>	Ari Hurtado-Molina Director	<b>X</b>	Kelly Pfeiffer Director	<b>X</b>	Judy Wu Director (until 10:30)
<b>X</b>	Jody Malterre Director	<b>X</b>	Yogi Patel Director	<b>X</b>	Gloria Cleve Advisor (non-voting)
<b>X</b>	Lois Ingber Secretary (non-voting officer)	<b>X</b>	Suzie Bohm Treasurer (non-voting officer)		
	Jane Nelsen Founder		Lynn Lott Founder		

Meeting Called to Order: 9:00 a.m. EST

### Compliments and Appreciations

1. **Financials.** On budget as of March, 2019.
2. **Think Tank Updates**
  - a. **China TT.** Registration is set to open this week. There will be a one day training for Trainers facilitated by Dina and Dodie who are also helping with planning.
  - b. **Seattle (US TT).** Registration is now open. Lodging link should come out this week and will stay open at least through June. Registrations will have a cut-off date of June 17 due to planning for family groups, vs. on-site registrations.
  - c. **Peru.** Ari and Gina and Gigi are organizing, and it is on track.
  - d. **Future TT - Europe 2020, Atlanta (US) 2020.** will look at which groups have contacts and local support for Europe. Georgia State is being considered as the venue for Atlanta TT in 2020.
3. **Training updates**
  - a. **ACT Planning Update.** There will be a cohort in Seattle, 2019.
  - b. **ECE and Advanced training.** The manual will be available in April in Chinese. It has been available in Spanish and Portuguese. This is not a certification training. **A suggestion was made to add facilitation skills in the ECE manual when it is updated.**
  - c. **ECE.** More of these are being offered, and attendance has been growing. Suggestion to do an advertisement in the NAYCE magazine and also advertise through NASAP. Head Start funds child care centers and can be a consideration for organizational trainings.

- d. **Code of Ethics.** In addition to the Trainer agreement, there is consideration for having a Code of Ethics to keep faith with our guiding principles. A task force may be created with representation from Affiliates or at least review by them as well as other partner countries around the world. The process could take up to a year. It would be communicated to members and discussed in TT's and core workshops. The existing International Advisors group could take this on. The code would be used as a "compass" and respects firmness. Perhaps this can be generated from small groups of members at TT's such as within the family groups.
- e. **Etiquette and courtesy to other Trainers when offering seminars and other training.** Suggestion to have breakout discussions at TT about coordination when scheduling workshops or trainings. This topic could be included in the Code of Ethics. Feedback has been received re: larger group sizes that it becomes a lecture and is less enjoyable for participants. This could be addressed on the "End of Workshop" report with a question as to how the Trainer met the need of experiential mode.

**4. Board and Staff Updates**

- a. **Lab School Task Force.** Lois, Cathy, Ari and Jody agreed to work on this with Kerry and Kelly.

**5. Lead Trainer Updates**

- a. **LT Meeting highlights.** Discussed Lab Schools, mentoring, adding to audio/video library. An alphabetical list will be used help for inclusiveness and order.

**b. LT Retreat planning - exploring new locations.** Being planned for 2020

Meeting Adjourned: 11:59 a.m. EST

Electronic Votes Since February, 2019 meeting:

2/13/19: Approval of 2019 Budget (Cathy, Kelly P., Dina, Judy)

2/19/19: Approval of January BOD Meeting Minutes (Cathy, Dina, Kelly P., Judy, Ari)

2/15/19: Approval of February, 2019 BOD Meeting Minutes (Cathy, Ari, Jody, Yogi, Dina)

2/15/19: Approval of theme and logo for U.S. TT, 2019 (Yogi, Kelly P., Cathy, Ari, Jody)

**Upcoming Meetings: (9:00-11:30am EST) April 9, 2019**

**In Person Meeting: Seattle July 10-11, 2019**

**2019 Meeting Dates – Tuesdays**

**All Tuesdays from 9-11:30am EST:**

**April 9, 2019**

**May 7, 2019**

**June 4, 2019**

**July 2, 2019**

Respectfully Submitted by

Lois Ingber, Secretary