



**Pennsylvania Technology Student Association and Foundation, Inc.
Learning to Live in a Technical World
Incorporated 2004**

**Board of Directors Meeting Agenda
July 13-14, 2015
10:00 AM
Millersville University
Shenk's Hall**

Call to Order – 10:03 AM

Meeting Called to Order: Laura Hummell

Establish a quorum – established

Board of Directors Members Present: Laura Hummell (Past President), Dale Moll (President), Judy Hawthorn (Secretary), Jeff Seamans (Treasurer/ACT 48 Coor.), Lauren Lapinski (State Conference Director), Chris Miller (Technology Coor.), Dennis Gold (PaTSA Advisor), John Bratton (Executive Director), Lauren Lapinski (State Conference Director), Diana and Clint Rickerts (Region 5, State Officer Team Advisors), Bill Bertrand (PDE), Ryan Ferry (Alumni)

Region Representatives Present: Tim Linkenheimer (Region 1 Coordinator), Chris Weaver (Region 5), Eric Comini (Region 7), Mike Qendro (Region 9), Jeff Seamans (Region 8),

Students Officers Present: President: Olivia Crocker, Vice President: Daphne Weiss, Secretary: Catherine Liu, Treasurer: Evan Hassman, Reporter: Zach Chan, Sergeant@Arms: Lauren Kim, Parliamentarian: Samantha Horry, Historian: Stephen Donchaz

Installation of Elected/Appointed Officers (as needed):

Adjourn for Reorganization (Takes place in July)

Reorganization of Executive Committee (as needed):

Executive Committee (every two years - now--2015, next - 2017)

- President – Dale Moss
 - President Elect – nomination of Chris Miller – accepted
 - Secretary – two more years
 - Treasurer – two more years
- Adjourn for vote – 10:12AM

Call meeting back to order at 10:13

Reorganization of Appointed Positions (as needed):

Appointed Positions

- State Conference Director
- State Officer Director
- Technology Director

Minutes (Motion to Approve)

- July 2014 Minutes: Consider a motion to approve the 2013 July (Bucknell) minutes as posted – **Motion: Laura Hummell, second: J.Bratton - Approved**
- November 2014 Minutes: Consider a motion to approve the 2014 November (TEEAP) minutes as posted – **Motion: Laura Hummell, 2nd: CMiller-Approved**
- January 2015 Minutes: Consider a motion to approve the 2014 (TSA Winter Meeting) minutes as posted – **Motion: C.Miller, 2nd: Bratton - Approved**

Treasurer's Report: **filed for audit**

- Balance Sheet – all regions that use TSA banking were pleased
- Detail
- Transactions

- Financial Approvals
 - Organization Auditor/Accountant – Dale Moll and Chris Miller will be put on as signers for banking accounts.
 - Organization Banking
 - Authorized Account Signatures (Bank Cards)

Adoption of Dates

- Dates
 - BoD Meeting Dates –
 - January 16th – RedLion Inn,
Linglestown Road, Harrisburg
 - TEEAP-Friday, Nov 6th
 - Summer Meeting – July 11&12, 2016
 - Regional Conference Dates
 - State Conference
- Affiliation Fees (Individual and Chapters) – we agreed to raise fees in the November 2014 BOD meeting. CAP is \$100, Individual to \$7 and a \$75 late fee after December 1st.
- State Conference Fees (Plan A/B and Registration)
 - Philadelphia may have voted to back out of TSA and go with SKILS

Regional Reports (see reports on Google drive as shared)

- Region 1/6 - Report - January 28-29, 2016 @ CalU
- Region 2 – Report – February 6, 2016 @ Conestoga Valley MS (Molly Miller will be coordinator and Rich Nolt is acting rep)
- Region 3 – Report - Cumberland Valley, no date set (Jason Kofmehl)
- Region 5 – Report – February 6, 2015 @ Staryer MS, Quakertown
- Region 7 – Report – Mifflinburg Area HS (Eric Comini for Emil Stenger)

- Region 8 – Report – January 30, 2016 – Richland Jr/Sr HS (Jeff Seamans for Brandt Hutzel)
- Region 9 – Report – February 6, 2016 (snow date-Feb, 20th) @ Stroudsburg HS (Mike Qendro)

Team Reports (see reports on Google drive as shared)

- State Officer Team –

President: Olivia Crocker

- 1) Set guidelines for how we handle/manage committees in PA, recruiting members – use website to describe the various committees, keep tabs on committees (goals and progress)
- 2) Have state officers work one on one to regions to help judges/parents so that all judging is more equal across the board
- 3) Help advisors manage chapters – communicate using a chapter email system that would be run by a chapter president. It would re-set each year
- 4) Social Media Plan-How to utilize social media in PaTSA (Facebook, Instagram and Twitter) – connect to members more and stay current

Vice President: Daphne Weiss

- 1) Put promotional materials in a google drive for everyone to use
- 2) Contact new chapters as they join to reach out for help – student contact to help students
- 3) On behalf of Sierra Shoudt-Reddi – propose a resolution at the national level – form think tanks on how to increase membership
- 4) Expand outreach, help new chapters, help membership committee meet deadlines/timelines
- 5) Resources page - continue

Secretary: Catherine Liu

- 1) Proposal to set up a printer station at states (figure out printing fees also)
- 2) Create a Stag Pass schedule for Officers

Treasurer: Evan Hassman

- 1) Green Service Award
- 2) American cancer Society proposal to increase fundraising using social media

Reporter: Zach Chan

- 1) Increase awareness of PA Post and social media posts
- 2) Create a service that allows members to collect uniforms and redistributes them. Q&A?? Where will these be stored once collected?

Sergeant@Arms: Lauren Kim

- 1) Who will moderate the new Twitter and new Instagram accounts?
- 2) Create a Q&A Forum at states...who would moderate? Many questions are already answered. The suggestion is to use the system already in place as well as the printed book.
- 3) TSA BAE's
- 4) TSA Cares

Parliamentarian: Samantha Horry

- 1) Sessions to go over parliamentary procedures
- 2) Extra delegates for voting purposes due to delegates no showing up
- 3) Parliamentary videos – posted for those who need to increase their knowledge of parliamentary procedures

Historian: Stephen Donchaz

- 1) Videos
- 2) Email contact list – send an email to contact each school in the state to have them check out TSA

Wesley Deeg and Drhuv – Sponsorship Committee

This committee will help to alleviate some costs to individual school to help them to be as competitive as schools that may have more resources or money.

Recess for lunch: 12:19 – rejoin at 1:16

- **State Officer Team Advisors Report** – Clint and Diana Rickert’s National conference went well.
August Leadership Conference at the Rickert’s home
Looking into attending/presenting at NSTA in Philadelphia
Student team will only attend on Friday at TEEAP.
- **State Conference Team** – Lauren Lapinski
- 1942 was paying attendance @ Seven Springs in 2015. Numbers continue to grow.
 - Entry Summary HS – Pa-Logo Design – future conference theme will replace the STEM theme
 - Entry Summary MS – accept all event changes from National
 - Historical Data
 - Conference Feedback – Summary
 - Storage Possible Future Issue--Quakertown SD storage of all state conference supplies, materials, etc. (\$300 per month or more for heated space--Milford MS; 12’ x 40’ space needed minimum) Cal U professors and space room 123 in Coover Building possible alternative in future

Motion: C.Miller, 2nd:C.Weaver - Failed

Pa Biomedical Event – remove PA Biomedical event listing from events.

CMiller: I move to remove the PA-Biomedical Essay event from the PA-Only event listing. Furthermore, I move to distribute the PSBR donation to the top three students/teams in both middle school and high school biotechnological

design (or similar) event (six total places) who attend the National Conference within the same year. The money is to be used as “scholarship” for the participants. In addition, the executive director shall be directed to consolidate the procedures for the PSBR and Clark grants, as well as an future direct event sponsorship events. Finally, along with the foundation, the executive director shall develop a standard for promoting direct event sponsorship opportunities.

Discussion: the event and award as it stands now is not meaningful. The kids write an essay and get a check but it goes no farther. Chris suggests the event be sponsored by a company or companies (like Clark, High Construction, etc...). Money would help to send kids to nationals. Suggests there would be no incentive to participant if not going to nationals.

Move to approve the events list and changes – C.Miller, 2nd: Rickerts

- **Technology Team - Report**

Report on file

We need to have one person manage the social media – Facebook, Twitter, etc....

Judy will contact PCN to request a re-broadcast of State Conference Awards.

Committee Reports (see reports on Google drive as shared).

iServices:

1. Changes can be made to each region by the regional coordinator when on the web site. Chris showed navigation and use.
2. Email addresses could be put into the system for officers to contact students across the state
3. Discussion of regional reporting (places in events) prior to states

4. **Motion:** C.Miller, 2nd: E.Comini – **Approved**

Section 6.03 (f) shall read “State Qualifiers shall be identified in all events. The number of Qualifiers a Region may send in a Qualifying Event is based on the number of entries registered in the event. Ties must be resolved prior to submitting qualifiers for the state conference. The region may only send the

max number of students for an event based on the table below. The number of Qualifiers for a given event will be determined for each level as follows:"

- Act 48 - Report – reporting the state conference attendee is difficult.
Suggestion: Advisor check-in at the business meeting for ACT 48 (but there isn't enough seats at the meeting). Look into ways to communicate that better
- Communication – Report – Penepacker report on file
- STEM: Progress in collaboration with TEEAP and ITEEA through various activities – Report on file -JHawthorn
- Scholarship – Report on file
- Bylaws - Report
- Redistricting/Realignment – Report – Chris Weaver. The committee designed a new map indicating the new district/regional alignment of regions 5/9 and the creation of region 4.

Motion: C. Weaver, 2nd:C. Miller: I move that PaTSA adopt the redistricting plan presented at the 2015 BOD meeting (Millersville) encompassing the creation of Region 4 – Lehigh, Berks, Schuylkill counties through a three year transition plan. - Approved

- Finance (reactivated July 7, 2014) – Report
- Foundation – Report on file – Flowers - Scholarships were all paid out within the year totaling \$8750.

Wayne McConahy is still waiting to hear from Sheetz. John is looking into High Industries sponsoring the Structural Event that could be structured the same way as Biomedical essay. John spoke to High using the Clark approach...give scholarships to the top three in structural to go to the national conference.

***[Advisory Reports \(see reports on Google drive as shared\)](#)

- Alumni – Report – Ryan Ferry –working to help TSA. Is there any infrastructure in place to connect alumni to schools in the area where they are currently attending college? Contact Ryan and he will try to connect with a school or teacher in their area.
- PDE (Curriculum Specialist)- Report – Bill Bertrand – STEM has been added to the TE certification. It was added to Physics, Math and TE and if you want the endorsement, you must take at least 12 additional credits. CSPG's have been changed (and many CSPG's have changed in what is certified) and many administrators are not aware of it. You should be able to access it in TIMS.
- National TSA (State Advisor) - Report – Dennis Gold – Dennis will retire September 18, 2015 after 10 wonderful years.
- Corporate Member – Report – Bill Bertrand – attended the National Conference and attended all board meetings and the awards program.

National Report - Report

Executive Director – Report – John Bratton

Clark is very pleased with the scholarship applicants and will probably continue with sponsorship for another year. John will also work with John Peoples prior to September.

Old Business

- Name badges needed for 2015-2016 - send email with request to Dale Moll dmoll@patsa.org
- PA-TSA Growth: Benefits and Challenges – Dale asked Dennis to re-direct email to him after September (questions from prospective chapters or advisors)
- Changes in redistricting

New Business

- Budget
 - Report
 - Reactivation of the finance committee to report on options at TEEAP (Jeff Seamans, John Bratton, Laura Hummell, Dale Moll, Chris Miller, Lauren Lapinski, and Dennis Gold)
- Insurance Policy Updates, Additions, and Other Changes – J.Seamans
- Biomedical Research Awards and Distribution of Awards
- Discuss alternatives and recognition of business and other partners – should we add our business partners in the program?

Recess until 6:15 – return at 6:08 pm

Brochure for promotion

-John showed a brochure that describes how their contribution will be used. Chris has a sheet describing levels of contribution and what the contributor would get for their donation.

-Dale feels sponsorship should not be used on the shirt.

[-The Foundation should come back with a recommendation by January's BOD meeting](#)

- Recognition of Retiring Advisors and Others – Dennis Gold, Jeff Seip, Ken Raspen
- National Conference Delegate Meetings 2015 -microphone needed
- ACS Relay for Life and Other Support: Individual Chapters and State Overall
- CRAM –money available for CRAM in November. If anyone has a test for Forensics, please share.
- Events Availability from TSA National Office in the fall – end of August
- Robert's Rules of Order and Parliamentary Procedure for PA-TSA State Officers and other PA-TSA meetings
- TSA/TEEAP Database and Correlations-Chris said it can be updated in iServices
- State Spirit and Community Service Project Ideas

- State Pins for Trading – they sell well...perhaps find a company that would package pins and shirts for nationals
- State fun ribbon sales for ACS or Scholarship fundraising
- TSA Advisor CO2 Dragster Design Contest for ACS Fundraiser – no decision

Items from the Floor – check the google.docx

Motion: I move that PaTSA investigate hosting the TSA National Conference in Pennsylvania in 2018. Dale Rickerts, 2nd: Chris Miller – is Pennsylvania interested in hosting a national conference in 2018? - Approved

What is Pa's financial commitment?

Executive Committee Concerns/Comments

Adjournment: 6:48 pm

Next Full Formal TSA BOD Meeting: TEEAP November 6, 2015 at the Radisson Hotel Harrisburg, Camp Hill, PA