



sylvania Technology Student Association and Foundation, Inc.
Learning to Live in a Technical World

Incorporated 2004

Board of Directors Meeting Minutes for July 10, 2017 - Millersville University

Meeting Called to Order

Roll Call - Establish a Quorum

Board Of Directors: Chris Miller (President, Technology Coor.), Dale Moll, (Past President), Jason Kofmehl (President Elect), Jeff Seamans (Treasurer/ACT 48 Coor.), John Bratton (Executive Director), Lauren Lapinski (State Conference Director), Diana and Clint Rickert (SOA's).

Region Reps: Tim Linkenheimer (Region 1), Molly Miller (Region 2), Jason Kofmehl (Region 3), Michelle L (Region 4), Chris Weaver (Region 5), Emil Stenger (Region 7), Jeff Seamans (Region 8), Kirk George (Region 9)

Students Officers Present: Daphne Weisse – President, Catherine Liu – Vice President, Caroline Sparrow - Sgt.@ Arms, Madison Okkerse – Parliamentarian, Eton Ginsberg – Secretary, Francis Chalissery – Treasurer, Ben Apt –Reporter, Maryann Quraishi – Historian.

Reorganization

- Executive Committee
 - President Elect - Current Nomination(s) - Jason Kofmehl, Clint Rickert
 - Election Results: Jason Kofmehl
 - Secretary - Current Nomination(s) - Judy Hawthorn
 - Treasurer - Current Nomination(s) - Jeff Seamans
- Appointed Positions (every year - open nominations)
 - State Conference Director - Current Nomination(s) - Lauren Lapinski
 - State Officer Director - Current Nomination(s) - Clint Rickert, Shelly Evans
 - Election Results: Shelly Evans
 - The board would like to thank Clint and Diana for their years of dedicated service to PA-TSA.
 - Technology Director - Current Nomination(s) - Chris Miller
- Adoption of Fees/Dates - **Motion:** Jason Kofmehl **Second:** Tim Linkenheimer
 - Affiliation Fees (Individual and Chapters)
 - CAP
 - Chapter - \$150.00
 - Individual
 - Member - \$7.00
 - Advisor - \$0.00
 - Late Fee (to be paid to region attending regional conference if not attending regional conference fees going to general funds pending bylaw amendment)
 - Chapter - \$75
 - State Conference Fees (Plan A/B and Registration)
 - Conference Registration - \$50.00 (student/advisor/guest)
 - Hotel and Meals - TBA
 - Dates
 - BoD Meeting Dates
 - Friday, October 27, 2017 - 8am to 10am - IU13, Lancaster PA
 - Saturday, January 13, 2018 - 9am to 4pm - Red Lion Hotel, Harrisburg PA
 - Fall Leadership Conference (SOT) Dates
 - August 13-15, 2017



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- Regional Conference Dates
 - Region 1 - January 20, 2018
 - Region 2 - February 10, 2018
 - Region 3 - February 3, 2018
 - Region 5 - February 10, 2018
 - Region 6 - January 20, 2018
 - Region 7 - February 3, 2018
 - Region 8 - February 3, 2018
 - Region 9 - February 3, 2018
- State Conference Dates
 - April 18 to 21, 2018
 - April 10 to 13, 2019
- National Conference Date
 - June 22 to June 26, 2018 - Atlanta, GA
- Financial Approvals - **Motion:** Dale Moll **Second:** Emil Stinger
 - Organization Auditor/Accountant - David Wigfield and Associates CPA (Marc Sackett)
 - Organization Banking - PNC Bank (Savings and Checking)
 - Authorized Account Signatures (Bank Cards) - Jeff Seamans, Judy Hawthorn, John Bratton, Dale Moll, Jason Kofmehl

Two Minute recess: 9:38 called back to order 9:44 AM

Redistricting

- **Region 4**
***Motion:** I move that for the 2017-2018 season a new PATSA Region 4 be created to encompass all of the schools; including private/charter schools; within the School District of Philadelphia's enrollment boundary lines in order to align with all other CTSOs within that area and to better meet the needs of the student population. For 2017-18, there will be a joint Region 4/5 Conference in the same format that the prior 5/9 Conference was held for which Region 5 will provide assistance and support to the newly designated Region 4 leadership team so that they can learn while managing their affiliations, registrations, judges and other conference planning prior to branching off for their individually held Region 4 Conference for the 2018-19 season. The new Region 4 leadership team should consist of at least the following positions: Regional Coordinator, Teacher Rep, Conference Coordinator, Conference Registrar & Judges Manager (C. Weaver)*
- [Documentation](#)
Second: Emil Stinger
Motion Approved

Adjourn for Committee Meetings 10:02 Re adjourn 10:22

Breakout Meetings

- Industry
- Redistricting
- Finance
- State Conference
- Communication

Minutes

January 2017 - [Minutes](#)

Motion: Molly Miller Seconded Chris Weaver- approved

"I move to amend The minutes from Jan. 2017 be changed to reflect that according to student by Bylaws appendix A article 12 section 2 state no official board vote is required for a bylaw amendment to before students at state conference"

Minutes (**Motion:** to Tim Linkenheimer, **Second:** Chris Weaver) **Approved**



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Treasurer's Report (File for audit) - [Detail Report](#) and [Balance Sheet](#)
Internal Audit completed by Ryan & Emil Stinger

Regional Reports **Motion:** Jeff Seamans **Second:** - Kirk Marshall

- Region 1 - [Report](#)
 - Discussion about handling finances for conference each region shared how they manage their accounts.
- Region 2 - [Report](#)
- Region 3 - [Report](#)
- Region 4
- Region 5 - [Report](#)
- Region 6
- Region 7 - [Report](#)
- Region 8 - [Report](#)
- Region 9 - [Report](#)

Team Reports Motion Molly Miller Second Dale Moll Approved

- State Officer Team - [Report](#) and [Proposals](#)
 - Website additions:
 - Questions 1 & 2 run together, a form is being looked at, but advisors should be the one submitting the questions. Not all questions need to be sent to the highest person first. We have a lot of resources that we are not taking advantage of. Open submission can be made available. The board is here to help support student needs, but officers need to follow thru on with ideas.
 - ACS: Items are work in process, content and ideas are needed. Before meeting with TEEAP idea for awards.
 - Affiliation: Student officer team will be assigned to regions, and when chapters are affiliated they will be given contact information for state officer team and additional information for the regional coordinator. Look to build in code to show updates on the regional or state page of active chapters.
 - Scholarship Proposal
 - Looking into the big ideas more; finding judges, sponsoring events, getting more outside resources.
 - Improving accuracy in judging and project value form
 - How can we showcase the key points of the project and unique elements?
 - Need to find more "qualified judges" student officers can make direct contacts and pass them along to the state conference director.
 - Look at current rules and how we can improve these to help look at the important parts of the project.
- State Conference Team - [Report](#)
- Technology Team
 - Website - [Survey](#) More will be completed threw out the year after start of the year and each conference
 - Website Design - [Report](#)
 - Print Registration PDF - Demo
 - Notification of semifinalist postings at the state conference
 - Use of digital signage at the state conference



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Committee Reports : **Motion:** Jeff Seamans, **Second:** Ryan Ferry motion passed

- Communication (restructured)
 - Social aspect of communication with students
- Publication (restructured) - [Report](#)
 - Print publication and physical objects.
- STEM
- Scholarship - [Report](#)
- Bylaws-
 - **Motion:** *"I move that the board of directors clarify the by-law amendment section 3.6 by stating; In any give year, no more than 3 students total from the same my run for the PA-TSA state officer team. Motion John Bratton seconded Ryan Ferry*
According to the our bylaws this motion will be voted on electronically 30 days after the board is notified by the PA-TSA BOD President.
- Finance
- Redistricting - [Map](#), Regional Conference Data: [2015](#), [2016](#), [2017](#)
 - Need to still look into new region and breaking up some of the high population areas.
 - Looking into a two year plan and contact the school in the regions see what would be best for their chapters.
 - Have a meeting at the state conference about redistricting
 - Need to take away the burden on travel and size of the regional conferences
 - Talk to advisors in region and report back at the October TEEAP Meeting

Advisory Reports **Motion:** Ryan Ferry **Second:** Jason Kofmehl

- Foundation - [Report](#)
- Industry
 - More to be shared in January
- Alumni
 - Collecting people
 - Report be submitted later
- PDE (Curriculum Specialist) -
- National TSA (State Advisor) - [State Advisor](#)
 - **New events:**
 - Coding
 - Mechanical Engineering (replaces Catapult Design)
 - Off the Grid
 - **Events eliminated:**
 - Environmental Engineering
 - Geospatial Technology

Corporate Member Reports

National Report

Executive Director Report

[Report](#)

Executive Committee Concerns

Old Business

- Affiliation Late Fee
 - Where does late fee go
 - Not being sent to the state treasurer
 - **Motion:** from Jason Kofmehl, **Second:** Chris Weaver **Approved**



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- Once a resolution is found that late missing fees for the 16-17 be applied to the appropriate regions
- **Motion:** from Molly Miller, **Second:** Chris Weaver **Approved**
 - To modify all publications to add "all late fees be paid to the appropriate regions affected by late registered chapters"
- TEEAP Future
 - Still seen as a positive partnership
 - Opportunity for student officer team to showcase TSA in present to current/future advisors of benefits of TSA
- Summer Leadership Conference for Students -
 - Look for the answers and report back at TEEAP
 - Reach out to other CTSO's see what they do?
 - How are their leadership conference attendance
 - When do they hold their conferences?

New Business

- Region 4 Creation - Motion (C. Weaver)
- Budget - [Worksheets](#) and [Summary](#)
 - Possible change from "Savings" to "Capital Expenditures" which is better
 - Research and report back after talking to CPA
 - **Motion:** *Recommend a motion to approve the 2017-2018 budget with income totaling \$136,015.00 and expenses totaling \$138,010.00. The budget will include a transfer from savings of \$1,995.00 to cover capital expenditures.*
Motion: Jeff Seamans, **Second:** Emil - **Approved**
- New Trading Pins
 - 40th anniversary pins?
 - New design
- 40th Anniversary
 - List of possible items
 - Ryan, Francis, Doc, Brad work on this committee

Action Items

Adjournment (List next meeting date and location) **Motion:** Tim Linkenheimer,
Second: Dale Moll

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