



Society for
Technical
Communication

Society for Technical Communication

Board of Directors Meeting

Conference Call

10 July 2012 10:30 AM – 12:00 PM CDT

Attendees

Board

- Alan Houser, President
- Nicky Bleiel, Vice President
- Aiessa Moyna, Treasurer
- Alyssa Fox, Secretary
- Ray Gallon, Director
- Tricia Spayer, Director

Office

- Greg Larsen, Deputy Executive Director
- Lloyd Tucker, Deputy Executive Director
- Steve Skojec, Director of Community Relations
- Liz Pohland, Director of Publications

Guests

- Dan Voss, CAC Co-Lead for Student Communities
- Paul Mueller, Summit Conference Chair

Call to Order

Mr. Houser called the meeting to order at 10:30 AM CDT. A quorum was established.

Discussion

A motion was made to add Ms. Anna Parker-Richards to the list of CAC members. Motion seconded. The motion carries.

A motion was made to approve the June 2012 board meeting minutes as posted. Motion seconded. After some discussion, the motion was amended to approve the June 2012 board meeting minutes with housekeeping changes as discussed in the call. Motion seconded. The motion carries.

The board entered executive session at 10:44 AM CDT.

The board exited executive session at 10:50 AM CDT.

President's Report

Mr. Houser reported that the executive committee granted various administrative rights to senior staff members in order to continue the society's business in Ms. Burton's absence.

Treasurer's Report

Ms. Moyna drew attention to some of the items on the May 2012 financial report. She noted that most of the revenue for the year has been captured, but not all expenses have come in yet due to the timing of the Summit.

A motion was made to approve the May 2012 financial report. Motion seconded. The motion carries.

Ms. Moyna briefly mentioned the community funding webinar that took place in late June. She also noted that a survey about community funding is being built and reviewed by the survey committee.

Mr. Dan Voss, CAC Co-Lead for Student Communities, joined at 11:00 AM CDT.

Ms. Moyna reported on IRS issues with various chapters. Not all chapters moved to the January 1-December 31 fiscal year a few years ago when the society did, so they have some time to wrap up their filings with the IRS. Mr. Larsen and Ms. Moyna are discussing how to file taxes for chapters going forward.

Bylaws Amendment on Student Chapters

This proposed bylaws amendment involves adding a new Section 6 to Article IX, Communities, of the STC Bylaws to deal specifically with student chapters. The amendment clarifies the bylaws on student chapters due to the organizational differences between those formed like professional chapters and those under university/institutional structure.

The proposed amendment text is as follows:

Section 6. Student Chapters

Student members of the Society may form chapters. There are two types of student chapters: (1) those that are formed pursuant to the terms and conditions for all U.S.-based chapters as set forth in these Bylaws and the policies and procedures of the Society; and (2) chapters that are organized under the auspices of a particular U.S. college or university. In the case of those chapters that are organized under the auspices of a particular U.S. college or university, the Society shall enter into agreements with those chapters, which agreements shall contain terms and conditions similar to those required of U.S.-based chapters in the Bylaws and policies and procedures of the Society.

A motion was made to accept the bylaws amendment as stated. Motion seconded. The motion carries.

CAC Student Outreach Task Force Report

Mr. Dan Voss reported on the efforts of the CAC student outreach task force over the last year. See Mr. Voss's slides for more details. The task force will be sunsetted, but there will be a student team on the CAC for the 2012-13 year.

Mr. Paul Mueller, Summit Conference Chair, joined at 11:27 AM CDT.

Summit Program Committee Report

Paul Mueller reported on ideas for future summits after the Atlanta summit in 2013. See Mr. Mueller's slides for more details.

Adjournment

Mr. Houser adjourned the meeting at 12:01 PM CDT (GMT -5:00).