



Society for  
Technical  
Communication

**Society for Technical Communication**  
**Board of Directors Meeting Summary**  
**Hyatt Regency Phoenix – Gilbert Room**  
**20 May 2014 8:30 AM – 12:30 PM MST**

## **Attendees**

### Board

- Kit Brown-Hoekstra, President
- Bernard Aschwanden, Vice President
- Alyssa Fox, Secretary
- Jane Wilson, Treasurer
- Nicky Bleiel, Immediate Past President
- Ray Gallon, Director
- Deanne Levander, Director
- Ben Woelk, Director
- Charles Fisher, Director

### Office

- Chris Lyons, Executive Director
- Lloyd Tucker, Director of Education
- Liz Pohland, Director of Communications
- Stacey O'Donnell, Director of Member and Corporate Engagement

### Guests

- Aiessa Moyna, 2014-15 Nominating Committee Chair
- Andrea Wenger, Nominating Committee
- Marta Rauch, Nominating Committee
- Donn DeBoard, Nominating Committee
- Samantha Gale

- Kobla Fiagbezdi

## **Call to Order and Introductions**

Ms. Brown-Hoekstra called the meeting to order at 8:31 AM.

## **Meeting Etiquette**

Ms. Fox presented reminders to the board about meeting etiquette, guidelines for presenting to the board, and a Robert's Rules refresher.

## **Expectations and Goal Setting for Next Year**

Ms. Brown-Hoekstra discussed her expectations of the board for the upcoming year.

Mr. Lyons discussed where we are with the strategic plan.

Ms. Pohland joined the meeting at 9:29 AM.

The board recessed at 9:34 AM.

The meeting resumed at 9:59 AM.

Ms. Rauch, Ms. Moyna, Mr. DeBoard, and Ms. Wenger joined the meeting at 9:59 AM.

## **Nominating Committee Discussion**

The 2014-15 Nominating Committee joined the board for discussion about how we will work together in the coming year.

Ms. Moyna, Ms. Rauch, Mr. DeBoard, and Ms. Wenger left the meeting at 10:54 AM.

## **Annual Review of Auditing Firm and Attorney**

The board discussed whether we should do annual reviews of our auditing firm and attorney.

The board recessed at 11:29 AM.

The meeting resumed at 11:35 AM.

Ms. Gale joined the meeting at 11:35 AM.

*A motion was made that the board approve the committee chairs for the coming year. The motion was seconded.*

*Amendment that the board approve the committee chairs as presented for the coming year, with the exception of the Jay R. Gould committee manager.*

*The motion carried.*

Ms. O'Donnell joined the meeting at 11:40 AM.

Mr. Kobla Fiagbedzi joined the meeting at 11:40 AM.

## **Student Report**

Ms. Samantha Gale reported on current student needs and priorities, and how STC can help them.

Ms. Gale left the meeting at 12:07 PM.

Ms. Brown-Hoekstra adjourned the meeting at 12:08 PM.