



Society for
Technical
Communication

Society for Technical Communication

Board of Directors Meeting Summary

Conference Call

18 December 2014 9:00-10:30 AM CST

Attendees

Board

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

Office

- Chris Lyons, CEO
- Molly Jin, Director of Meetings and Education

Ms. Brown-Hoekstra called the meeting to order at 9:02 AM CST.

A quorum was established. The agenda was approved.

Consent Agenda Items

- Approval of meeting minutes and summary from November meeting

The consent agenda was approved with housekeeping changes.

Agenda Items

- 2015 final slate approval
- 2018 Summit contract – 30 minutes
- Vote on stipends for board members for face-to-face meetings – 15 minutes
- CEO's report (Chris Lyons) – 15 minutes
- Treasurer's report (Jane Wilson) – 15 minutes
- President's report (Kit Brown-Hoekstra) – 15 minutes

2015 Final Slate Approval

A motion was made that the STC board approve the final slate for the Board of Directors and Nominating Committee positions for the 2015 election. The motion was seconded. The motion carried.

2018 Summit Contract

Ms. Molly Jin discussed the choices for the 2018 STC Summit location.

A motion was made that the STC board give Chris Lyons, STC CEO, signing authority for the 2018 Summit contract. The motion was seconded. The motion carried.

Ms. Jin left the meeting at 9:15 AM.

Stipends for Board Members Discussion

The board discussed stipends for board members to attend face-to-face meetings at the Summit and mid-year.

A motion was made that STC provide each member of the Board a \$600 stipend for each mid-year face-to-face and summit face-to-face meeting. The motion was seconded. The motion carried.

A motion was made that STC provide each member of the Board who resides outside of North America an additional \$400 stipend to support their participation in mid-year face-to-face and summit face-to-face meetings. The motion was seconded. The motion carried.

Treasurer's Report

Ms. Wilson reviewed our financial status.

A motion was made that the board approve the financial reports as presented for August, September, and October 2014. The motion was seconded. The motion carried.

CEO's Report

Mr. Lyons reported on current membership status. In general, we're running very close to last year's numbers.

President's Report

Ms. Brown-Hoekstra noted that the CAA task force has started and they are looking for one more person to join the task force.

She is also working with Mr. Lyons on the agenda for the January face-to-face meeting. In January, we will approve the DCSA nominees and focus on strategic planning.

Ms. Brown-Hoekstra adjourned the meeting at 10:19 AM CST.