

PASBO Board of Directors Meeting

Tuesday, March 14, 2023

Ebony Boardroom, Kalahari Resorts & Conventions

11:00 a.m.

MEETING AGENDA

1. CALL TO ORDER, Diane Richards, PCSBA, CPA, President – 11:00 a.m.

Meeting was called to order at 11:05 a.m. by President Richards.

2. APPOINTMENT OF SECRETARY, Diane Richards, PCSBA, CPA, President – 11:06 a.m.

- a. Action Item: Approval of Brent Kessler, PCSBA, Immediate Past President, to serve as board secretary for the March 14, 2023 board of directors meeting.*

A motion was made by President-Elect Mummert, seconded by Director Ciaciulli. All were in favor, motion passed.

3. ROLL CALL, Brent Kessler, PCSBA, Immediate Past President – 11:06 a.m.

- President Richards
- President-Elect Mummert
- Immediate Past President Kessler
- Director Burchill
- Director Ciaciulli
- Director Pawling
- Director Kirk
- Director Reger
- Director Stabile (arrived at 11:09 a.m.)
- Director Billman
- Director Jaffee
- Director Scott

All were present, note the current vacant Vice-President position.

4. APPROVAL OF AGENDA, Diane Richards, PCSBA, CPA, President – 11:07 a.m.

A motion was made by Director Pawling, seconded by President-Elect Mummert. All were in favor, motion passed.

5. STRATEGIC DISCUSSION OF AREAS FOR POLICY REVISION, Hannah Barrick –11:08 a.m.

- a. Education Committee
- b. School Business Management Advisory Committee
- c. Election timeline
- d. Reeser Award timeline and process
- e. Award timeline

Executive Director Barrick shared updates and information regarding the 5 topic areas that the Policy Committee will be looking at in the coming month. The Board provided some preliminary input and suggestions that the policy committee made note of and will incorporate into committee discussions.

6. EXECUTIVE DIRECTOR'S REPORT, Hannah Barrick – 11:25 a.m.

- a. Legislative/policy update – Hannah shared budget updates and other legislative policy updates including fund balance issue, etc.
- b. AMS/website update – Hannah shared, progress is being made on the transition to the new website, it is a big task and once the conference is completed, the main goal will be the new website.
- c. Staff/benefit program update – Hannah shared updates to the benefit program for staff and the changes for next year. Hannah also recommended an update to an employee's salary as discussed and the board was supportive of her recommendation to move forward with the adjustment. All other staff salaries will be built into the new budget projection to be presented later this year.
- d. Timeline for new board orientation - Hannah shared a plan to adjust the process and a new plan for orientation for new board members.
- e. Timeline for strategic planning/April board meeting – Hannah updated the Board on the next meeting plan and what will be coming for the spring.

7. Break for lunch at 12:10 p.m.—continue meeting with working lunch

8. PRESIDENT'S REPORT, Diane Richards, PCSBA, CPA, President – 12:35 p.m.

President Richards shared updates from the recent ASBO Leadership Conference that Hannah and the officers attended.

9. PASBO ANNUAL CONFERENCE PREPARATION & UPDATES, Hannah Barrick – 12:45 p.m.

- a. Review and explanation of board schedule – Hannah shared with the Board the schedule for covering events at the conference and what expectations are for Board members during the conference.
- b. Prize listing
- c. Review of board roles (field trip around Convention Center) – at 1:10 p.m.
Hannah took the Board on a tour of the conference area and convention center.

10. CONSENT ACTION ITEMS – 1:30 p.m.

- a. Action Item: Approval of [Minutes of January 2023 Board of Directors meeting](#)
- b. Action Item: Approval of Treasurer's Reports ([January Balance Sheet](#) and [Income Statement](#); [February Balance Sheet](#) and [Income Statement](#))
- c. Action Item: Approval of Membership Reports: [January](#) and [February](#)
- d. Action Item: Approval of [Interim Services Report](#)
- e. Action Item: Approval of [Professional Certification Report](#)
- f. Action Item: Approval of [Professional Development Report](#)
- g. Action Item: Approval of Appointment of Joni Mansmann, PCSBA, to the PSDLAF Board of Trustees

A motion was made by Director Billman, seconded by Director Kirk to approve the above listed reports a-g. All were in favor, motion passed.

11. ROUNDTABLE DISCUSSION, Diane Richards, PCSBA, CPA, President – 1:35 p.m.

Director Burchill asked about the Professional Registration program and specialized areas of certification and shared some thoughts.

12. ADJOURNMENT – 1:45 p.m.

A motion was made by Director Kirk to adjourn. Motion was seconded by President-Elect Mummert. All were in favor, motion passed.

Meeting adjourned at 1:40 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Brent A. Kessler".

Brent A. Kessler, PCSBA

Immediate Past President / Board Secretary