

PASBO Board of Directors Meeting

Friday, September 22, 2023
Hershey Lodge, Hershey, PA
Empire C
9:00 a.m.

MEETING MINUTES

1. **CALL TO ORDER**, Jeff Mummert, PCSBA, President – 9:00 a.m.
President Mummert called the meeting to order at 8:51am.
2. **APPOINTMENT OF SECRETARY**, Jeff Mummert, PCSBA, President – 9:01 a.m.
 - *Action Item: Approval of Diane Richards, PCSBA, CPA, to serve as board secretary for the September 22, 2023 board of directors meeting.*
President Mummert requested a motion to approve Diane Richards, Past President, to serve as board secretary for the September 22, 2023 board of directors meeting. Director Kirk motioned, Director Ciaciulli seconded. Motion passed.
3. **ROLL CALL**, Diane Richards, PCSBA, CPA, Immediate Past President – 9:02 a.m.

President Mummert
President-Elect Ciaciulli
Vice President Pawling
Immediate Past President Richards
Director Kirk
Director Reger
Director Stabile
Director Billman
Director Jaffee--absent
Director Scott
Director Cooney
Director Shields
Director Todd
4. **APPROVAL OF AGENDA**, Jeff Mummert, PCSBA, President – 9:04 a.m.
President Mummert asked for a motion on the approval of the September 22, 2023 agenda as presented. Director Stabile motioned, Director Cooney seconded. Motion passed.

5. STRATEGIC PLANNING NEXT STEPS, Hannah Barrick –9:05 a.m.

- Timeline: membership survey preparation, Education Committee work, board approval, roll out in March 2024
- **Group discussion:** Looking at the SBO pipeline, what are some interventions, activities, partnerships we could begin to investigate?—how do we work on this?
 - offer something at our annual conference for high school students/college students, offer a career day
 - send out pamphlet to colleges and offer internships, educate colleges on the importance of offering governmental accounting, develop internship list
 - better way to advertise job openings so people know where to goExecutive Director Barrick reviewed the next steps for the organization's strategic planning and led a group discussion about the SBO pipeline.

6. ELECTION RULES, Diane Richards, PCSBA, CPA, Immediate Past President—9:30 a.m.

- Review of 2024 Election Rules to be provided to candidates and posted on the website
- *Action Item: Approval of 2024 Election Rules*
President Mummert requested a motion to approve the 2024 election rules. Director Ciaciulli motioned, Director Billman seconded. Motion passed.

7. EXECUTIVE DIRECTOR'S REPORT,

Hannah Barrick – 9:45 a.m.

- AMS/website update
- AEDG meeting
- Facility project at 2608 Market Place
- Past Presidents Advisory Committee
- Staffing update
- *PASBO Report*
- Legislative/policy update: discussion of BEF Commission, 2023-24 budget, primary election change, and other policy issues

Executive Director Barrick provided an update on the above items for the Board of Directors.

8. ANNUAL CONFERENCE UPDATE, Brian Pawling, PCSBA, Vice President– 10:45a.m.

- Planning update
 - Exhibits/sponsors; Exhibitors Advisory Committee meeting
 - Exhibitor Wait List
 - Sponsor List
 - Session programming next steps with Education Committee
 - Keynote speaker
 - Thursday night event planning
 - Registration opening

Vice-President Pawling provided an update on the annual conference.

9. CONSENT ACTION ITEMS – 11:30 a.m.

- *Action Item: Approval of Minutes of June 2023 Board Meeting*
- *Action Item: Approval of Treasurer's Reports*
- *Action Item: Approval of Membership Report*
- *Action Item: Approval of Professional Certification Report*
- *Action Item: Approval of Interim Services Report*
- *Action Item: Approval of Professional Development Report*

President Mummert requested a motion on the action items above. Director Todd motioned, and Director Kirk seconded. Motion passed.

10. PRESIDENT'S REPORT, Jeff Mummert, PCSBA, President – 11:05 a.m.

- Discussion of items from Officers' meeting
 - i. Executive Director evaluation
 - ii. PASBO Elections—In person/electronic. Going to send survey to members. Bylaws right now require quorum of 20% so need to be changed.
 - iii. Emeritus Members
 - iv. Director vacancy
 - v. Future membership/workshop rates
 - vi. Strategic planning
 - vii. Board materials
 - viii. Payroll Discussion Follow-up

President Mummert provided the Directors with a summary of what the Officers discussed with Executive Director Barrick during their Officer's Retreat.

11. ROUNDTABLE DISCUSSION, Jeff Mummert, PCSBA, President – 11:40 a.m.

12. ADJOURNMENT – 12:00 p.m.

President Mummert requested a motion to adjourn. Director Pawling motioned, Director Stabile seconded. Motion passed and meeting was adjourned at 11:27am.