



PASBO Board of Directors Meeting

Saturday, June 8, 2024

8:30 a.m.

The Gettysburg Hotel, Gettysburg (Eisenhower Room)

MEETING AGENDA

1. CALL TO ORDER, Jeff Mummert, PCSBA, President

President Mummert called the meeting to order at 8:30 am

2. APPOINTMENT OF SECRETARY, Jeff Mummert, PCSBA, President

a. Action Item: Approval of Kathy Ciaciulli, PCSBA, President-Elect, to serve as board secretary for the June 8, 2024, board of directors meeting.

Past President Elect Richards moved to approve President Elect Ciaciulli to serve as board secretary for the June 8, 2024 board of directors meeting. Motion was seconded by Director Kirk. Motion passed 11-0.

3. ROLL CALL, Kathy Ciaciulli, PCSBA, President-Elect

- President Mummert – Present
- President-Elect Ciaciulli - Present
- Vice President Pawling – Present
- Immediate Past President Richards - Present
- Director Kirk - Present
- Director Reger - Present
- Director Stabile – Present
- Director Jaffee - Present
- Director Scott - Absent
- Director Cooney - Present
- Director Shields - Present
- Director Todd – Present

Also present for the board meeting was Director Elect Mrs. Lori McCoy.

4. APPROVAL OF AGENDA, Jeff Mummert, PCSBA, President

a. Action Item: Approval of the agenda for the June 8, 2024 board of directors meeting.

Vice President Pawling moved to approve the agenda for the June 8, 2024 board of directors meeting. Motion was seconded by Director Kirk. Following no discussion, motion passed 11-0.

5. EXECUTIVE DIRECTOR'S REPORT, Hannah Barrick

- a. Review of [proposed 2024-25 PASBO Budget](#)
 - Action Item: Approval of 2024-25 PASBO Budget
- b. 501(c)(3) status discussion
- c. Professional Development update (Rebecca Odotei/Bobbi Billman)
- d. Legislative update
- e. Operations update
- f. PASBO Annual Conference (Rebecca Odotei)

- a. *Executive Director Hannah Barrick provided an overview of the 2024-25 annual budget. This year's budget preparation follows the same approach as previous years, with the exception that PASBO staff are not involved in the process. The budget includes annual increases for salaries and benefits, as well as plans to fill previously discussed positions. Additionally, it features increased payments for speakers but eliminates mileage reimbursement for conference participants. Lastly, the budget includes extensions for PASBO contracted staff members Mr. Dale Karish and Tim Shrom. President Mummert requested a motion to approve the 2024-25 annual budget. Immediate Past President Richards made the motion to approve the budget as presented, and Director Kirk seconded it. Following a discussion, the motion passed with a vote of 11-0.*
- b. *Executive Director Hannah Barrick updated the Board of Directors on her investigation into the organization's 501(c)(3) status. She explained that PASBO is currently registered as a 501(c)(3) but, after further investigation and consultation with our attorney, she believes we may be misclassified. Given PASBO's activities, it appears that we should be classified as a 501(c)(6). This change would have implications for procurement practices, necessitating adjustments to our current operations. Following a discussion on the matter, Immediate Past President Richards moved to authorize Mrs. Barrick to proceed with changing our status from 501(c)(3) to 501(c)(6). President Elect Ciaciulli seconded the motion, which passed with a vote of 9-2, with Directors Todd and Reger voting against.*

Executive Director Hannah Barrick and the PASBO team presented on various topics, including professional development, legislative updates, operations, and the PASBO annual conference.

6. STRATEGIC PLANNING, Hannah Barrick

- a. SBO Pipeline (Bobbi Billman)

Ms. Billman updated the Board on the status of the SBO Pipeline and work completed to date.
- b. PASBO logo discussion (Lynn Bubb)

Ms. Bubb led a discussion on the PASBO logo work to date. Several Directors provided feedback on surveys conducted at their local regional level. Ms. Bubb to continue the work and provide an update at the September Board meeting.

7. BYLAWS COMMITTEE UPDATE, Diane Richards, Immediate Past President

- a. Review [draft bylaws amendment](#)
- b. Action Item: Approval of amendment to bylaws annual membership meeting quorum requirement as presented.

Immediate Past President Diane Richards gave a brief update on the bylaws committee's discussions and recommendations. The proposed changes to the bylaws stem from the organization's growing membership and structural needs. President Mummert called for a motion to approve the amendment regarding quorum requirements for the annual membership meeting. The motion was moved by Vice President Pawling and Director Reger. After some discussion, the motion passed with a vote of 11-0.

8. POLICY COMMITTEE UPDATE, Diane Richards, Immediate Past President

- a. Review [draft amendment to Policy 200, election policy](#) (see page 8)

Immediate Past President Richards provided a brief update on the policy committee's discussions and recommendations. The proposed changes aim to establish clear parameters for potential candidates during contested elections, ensuring equity and fairness in the election process.

9. PRESIDENT'S REPORT, Jeff Mummert, PCSBA, President

- a. Executive director evaluation timeline
- b. Weekend festivities

President Mummert outlined the evaluation timeline for the Executive Director and provided a brief summary of the weekend's activities to the Board of Directors.

10. CONSENT ACTION ITEMS

- a. Action Item: Approval of [Minutes of April 19, 2024 Board of Directors meeting](#)
- b. Action Item: Approval of [Treasurer's Report](#)
- c. Action Item: Approval of [Membership Report](#)
- d. Action Item: Approval of [Interim Services Report](#)
- e. Action Item: Approval of [Mentorship Program Report](#)
- f. Action Item: Approval of [Professional Development Report](#)
- g. Action Item: Approval of [Professional Certification Report](#)
- h. Action Item: Approval of [Sponsorship Report](#)
- i. Action Item: Approval of [Contract Extension for Tim Shrom](#)
- j. Action Item: Approval of [Contract Extension for Dale Kirsch](#)

President Mummert requested a motion to approve the consent action items as presented. Director Reger made the motion, which was seconded by Director Kirk. After an update from Executive Director Barrick and subsequent discussion by the Board of Directors, the motion passed with a vote of 11-0.

11. ROUNDTABLE DISCUSSION— Jeff Mummert, PCSBA, President

President Mummert started the roundtable discussion. Members of the board congratulated Director Kirk for his appointment as Vice President, expressed gratitude and well wishes to Immediate Past President Richards, and Director Stabile.

12. ADJOURNMENT

a. Action Item: Adjourn the June 8, 2024, PASBO Board of Directors meeting.

President Mummert requested a motion to adjourn the June 8, 2024 board of directors meeting. Motion by Vice President Pawling, seconded by Director Kirk. Motion approved 11-0.