

PFLA Board Minutes  
Monday, Oct. 3, 2011

Present: Janet Ekholm, Karren Cholewinski, Shelly Signs, Melissa Elmore, Gwen Wolfram, Shirley Chow, Deb Walker, Judy Bankson, Deb Weitzman

Treasurer's Report: Shirley Chow forwarded a copy of the PFLA treasurer's report to the board prior to the meeting. We were reminded to renew our PFLA membership.

September Minutes: September board meeting minutes were approved.

Membership: Donetta has membership letter ready to send out. She will connect with Judy Bankson for printing and mailing of letter.

Karren and Shelly will assist Donetta with compiling a list of new professional faculty hired since the last membership mailing was sent. Judy will assist with production. The week of Oct. 17<sup>th</sup> is targeted for the membership mailing to go out.

Donetta also explained the "associate member" category to the board. (Classified employees can be associate members of PFLA, but cannot participate in PFLA management forums if we have them.

Professional Development: Melissa has arranged for Nora Vitz Harrison to present "Make it Sticky" for our Fall Professional Development meeting on Nov. 1 from 11:30 am – 2 pm at the Alumni Center. There will be lunch available from OSU Catering. Last year's attendance for the fall Professional Development meeting was 60 and the charge was \$15 for members and \$25 for non-members.

Shelly will share registration information with Melissa. Melissa will take registrations beginning???

Networking: The second networking event of the year was on Thursday, Oct. 6 at the Hilton Garden Inn. Shelly sent a save the date reminder for the professional development meeting on Nov. 1 with the e-vite for the Networking event.

University Day Booth de-brief: Judy suggested we should consider staffing the booth earlier—or make sure that the doors into the hall are going to be closed until the advertised event starting time. We had many people walking through the hall prior to this year's start time.

Our PFLA pens are old and dried up—need to discard.

Judy will create a "U-Day Booth check list" with all the items we need to bring to the booth so that nothing is forgotten.

Deb Walker suggested that we have some sort of eye-catching display for the booth and come up with a way of engaging the attendees to interest them in PFLA.

We gave out one free membership and signed up one new member at University Day.

Respectfully submitted,  
Deb Weitzman