

PDA Board Minutes

Tuesday, January 9, 2013

In attendance:

Kathy Rinehart (ED)	Teresa LaSala (consultant)
Molly Henry (co-chair)	Linda Krenicky (co-chair)
Gigi Nunez	Lori Onderwyzer (secretary)
Ari Hurtado Molina	

Upcoming meetings:

2/6/13-2/10/11 – Winter Meeting NC

November minutes formally approved

Motion-Molly, Second-Gigi. Approved

Treasurer's Report (Kathy)

Reviewed and accepted

ED Report (Kathy)

Sent in advance and reviewed

The board was asked to review the newsletter and send Kathy feedback.

Welcome Deborah to her first BOD meeting

Thank you to Dodie and celebration of her wonderful commitment to the BOD

Teresa will bring a card to the February board meeting for us all to sign with gratitude and appreciation for her years of service and tremendous contribution.

Board Positions

- Lois Ingber – special advisor with affairs regarding our Chinese members and affiliate Motion-Lori, Second-Deb. APPROVED
- Nicole Anzoategui -- Special advisor regarding fiscal matters. Kathy will talk to her regarding her background and possible contributions.
- Report from committee on Tonja's interview process. Since Tonja is so new to the PDA, the group decided to invite her to join the board retreat on Thursday, February 7, as a guest, to give her an idea of the scope of our work and for everyone to get to know each other.

PDC certification addition for Casey O'Roarty

Policy recommendations

PDC pre-requisites (Steps – incorporated by reference)

- Recommendation that there be care and sufficient time taken to teach and practice ESSENTIAL SKILLS and PREPARING THE GROUNDWORK before certification.
- We need to work on nuances for recommendations for getting started and send back to the writer's group.
- Will bring to Feb. retreat, incorporating recommendations and considering further.

TP pre-requisites (Steps – incorporated by reference)

Motion- Deb, Second-Gigi-- APPROVED.

PDC certification policy:

- Adjust Part 1 in step 1 to reflect the need to take PDC prior to certification (from the writer's group).

Motion- Deb, Second-Gigi-- APPROVED

TP certification policy:

- Adjust step 2 to include: Find a mentor or join a mentor group - strongly recommended

Motion- Deb, Second-Gigi-- APPROVED

• Listserv/PD member list Usage Policy update

- To be discussed in February. Kathy will update as per discussion.

• International Affiliate Policy review

- French Board is reviewing draft of a proposal / letter of understanding.
- Initial discussion to be done in depth in February –need to look at
 - Pricing
 - Sample foreign rights contract from Jane and Lynn for information for our contract.

New Manual Writers' Agreement

- Attorney recommended a separate contract for each writer.
- PDA owns the copyright.
- Writers are working on updating the manual with the supplemental material included and are working on the next manual for use with teachers.
- E-publication-exploration phase.
- Attorney recommended new agreements for each new manual after these two.
- We will look at in depth in February after discussions with writers' group.

Payment to Writers

- The writers have been paid through Dec. 31, 2012 – reconciliations sent out for review and incorporated by reference. Final reconciliation is still in process.
- Kathy recommended opening a separate bank account for the manual sales and expenses.

Foreign Rights Review

- Basic template would be the same for China, France, Latin America and others
- More discussion around this topic and policies will be on the agenda for February and beyond. For now we can share the ballpark figure of \$10. (Motion- Deb, Second-Lori. APPROVED). We need to look at nuts and bolts in our prep work before sending on to the attorney.
- PDSC foreign rights-France. Kathy and Beatrice discussed the \$10/book – to go to both Boards as a starting point for discussion.

Think Tank

Video recording

- We are in the beginning phases of exploring the option and feasibility of videotaping the conference and sessions. We will need releases from presenters and find out the costs to begin with. Consulting with Jane's connection (Jeff) who has done work for her.

Pre-conference

- Need to discuss if session will be 1.5 or 3 hours or both options. Also possible topics.

Respectfully submitted,

Lori Onderwyzer, secretary