

**PDA Board of Directors Meeting via Zoom Conference Call
December 14, 2021 – 9:00-11:30 a.m. EST
Meeting Minutes**

Color Key: ACTION ITEMS highlighted in Yellow. VOTES highlighted in Turquoise. FUTURE meetings and agenda items

In Attendance: (X=present)

X	Kelly Gfroerer <i>Executive Director</i>	X	Jody Malterre <i>Co-Chair</i>	X	Nuria Rodriguez Font <i>Co-Chair</i>
X	Suzie Bohm <i>Treasurer (non-voting officer) for 40 min.</i>	X	Solenne Roland-Riche <i>Director</i>	X	Gloria Cleve <i>Director</i>
X	Lois Ingber <i>Secretary (non-voting officer)</i>	X	Aisha Pope <i>Director</i>	X	Esmat Lamei <i>Director</i>
X	Omneya Askar <i>Director</i>	X	Vanessa Zablah <i>Director</i>	X	Ari Hurtado-Molina <i>Advisor</i>
X	Brad Ainge <i>Consultant</i>	X	LaTysa Flowers <i>Advisor</i>	X	Jane Nelsen <i>Founder</i>
			Lynn Lott <i>Founder</i>		

The meeting was called to order at 9:00 a.m. EST.

1. **Opening Connection.** An activity on working as a BOD was facilitated by Solenne.
2. **Approval of Minutes.** Gloria moved and Solenne seconded approving the November, 2021 BOD meeting minutes as distributed. Unanimous approval by those present and eligible to vote.
3. **Financials.**
 - a. **Budget.** The 2022 budget is ready for review by the Finance Committee. The organization will end the 2021 FY year relatively on par with the budget.
 - b. **Miscellaneous.** Suzie will be working on W-2's and 1099's for January, 2022. An appeal for donations will be added to the newsletter.
4. **Events.**
 - a. **February Online Conference.** This is now open for registration. Suggestion to invite registrants to add the event to their social media to help with marketing. English and Spanish tracks available.
 - b. **Teacher/Educator Online Series.** Discussion is occurring for this to be structured similar to the Adlerian series. More to follow.
 - c. **Upcoming 2022 Events.** There is no hotel contract yet for TT in The Netherlands, but space is being held. There is currently a quarantine for foreign travelers, however plans are still going forward. Those already in Europe will likely be able to attend. See below for other Save the Date notes.
 - d. **Deadline for NASAP May, 2022 proposals.** Proposals have been received, and the deadline is Dec. 15. There is no signed hotel contract yet for NASAP due to Covid.

5. **Update to By-laws.** Two revisions are proposed prior to year's end related to Co-Chair terms and the addition of committees. **1.** Gloria moved and Solenne seconded to revise the bylaws to change Co-Chair terms to 18 months. Unanimous approval. **2.** Gloria moved and Nuria seconded to add to the by-laws that committees can exist for the purpose of advising and reporting to the BOD. Unanimous approval. **An LT liaison to the BOD will be discussed further.**

6. **Program Development.**
 - a. **Trainer Mentor Group.** Considered structure, staff time and scheduling for accessibility for a Trainer Mentor Group. Facilitation would be rotated, and staff and BOD members can share updates and answer questions at this meeting. Last year's membership survey showed mentor groups are highly valued. **ACTION ITEM: Kelly will send a Doodle poll for input.**
 - b. **Parenting Classes: 2021 Summary Report.** There were 215 classes posted by 67 Parent Educators. Posting is a member benefit, and evaluations are submitted for approval before posting. Negative feedback is minimal (2%) and receive follow up. Comments are more about the model than the Educator.
 - c. **BOD/Affiliates Meet Up.** The PDA Board and Affiliate Boards will meet in March to discuss Affiliate needs.

7. **Staff and Board Updates.**
 - a. **Staff Update.** Kelly is working to find a French translator.
 - b. **Meeting Dates, 2022.** Dates will continue to be the second Tuesday with the exception of March 8th moving to March 15 (**see dates below**).
 - c. **2022 In-person Meeting.** Discussed the feasibility of an in-person meeting considering Covid and the budget for travel. Some expressed it was beneficial having at least a few of the BOD members together during the October meeting. Tacking a meeting onto events requires taking more time off work for some, however it saves money and BOD members are present to support the event. A hybrid meeting takes more planning for the technical aspects. **To be discussed further.**

8. **Miscellaneous.**
 - a. **Manual Pricing Change.** Brad shared prices of the TP, PDC and ECE manuals will increase by \$5.00 to \$39.99 due to production cost increases. Package pricing will remain the same.
 - b. **Research Update.** Kelly reported there will be a PD special issue will be in the 2023 Journal of IP. Kelly has been asked to be managing editor. Eva's study hopefully will meet the criteria for being evidence-based, and this is currently being written up. Research done by Dr. Rasha Sharif, Esmat's colleague, will also be included in the special issue. A pre-post tool for parenting classes is being developed. **Dr. Curlette will be invited to attend a BOD meeting in 2022 to provide an update.**

The meeting was adjourned at 11:30 a.m. EST.

Upcoming Conferences and Think Tanks, 2022

February 11, 2022 1-day ONLINE Conference (English and Spanish)

May 26, 2022 Conference in collaboration with NASAP in Washington, DC/ Northern VA (English Only)

July, 2022 Think Tank in collaboration with ICASSI event in the Netherlands (Multi-language; need to determine languages)

TT and Conference, 2023-2024

Think Tank and Conference, San Diego, United States: Summer 2023
Think Tank and Conference 2024 – Dallas, TX

Board of Directors online Zoom meetings are the 2nd Tuesday from 9:00 - 11:30 a.m. EST:

Next Meetings:

Jan. 11, 2022

Feb. 8, 2022

Mar. 15, 2022 (Note: third Tuesday)

April 12, 2022

May 10, 2022

June 14, 2022

July 12, 2022

Aug. 9, 2022

Sept. 13, 2022

Oct. 11, 2022

Nov. 8, 2022

Dec. 13, 2022

Respectfully submitted by

Lois Ingber, Secretary