

**PDA Board of Directors Meeting: via Zoom Conference Call  
February 5, 2019  
Meeting Minutes**

**Color Key:** ACTION ITEMS highlighted in Yellow. VOTES highlighted in Turquoise. FUTURE meeting agenda items

**In Attendance:** (X=present)

|          |  |          |  |          |   |
|----------|--|----------|--|----------|---|
| <b>X</b> | Kelly Gfroerer<br>ED (non-voting)                | <b>X</b> | Dina Emser<br>Co-Chair                           | <b>X</b> | Cathy Kawakami<br>Co-Chair                            |
| <b>X</b> | Ari Hurtado-Molina<br>Director                   | <b>X</b> | Kelly Pfeiffer<br>Director                       | <b>X</b> | Judy Wu<br>Director                                   |
| <b>X</b> | Jody Malterre<br>Director                        | <b>X</b> | Yogi Patel<br>Director (last portion of<br>mtg.) | <b>X</b> | Gloria Cleve<br>International Advisor<br>(non-voting) |
| <b>X</b> | Lois Ingber<br>Secretary (non-voting<br>officer) | <b>X</b> | Suzie Bohm<br>Treasurer (non-voting<br>officer)  |          |   |
| <b>X</b> | Jane Nelsen<br>Founder                           | <b>X</b> | Lynn Lott<br>Founder                             |          |   |

1. **New Staff Welcoming and Appreciations.** New staff joined the call for face to face introductions. Kerry Haertel has worked almost a year, supporting Kelly G., Emily Ou has worked over a year supporting the Chinese Educators. Daniel Grober helps Emily with the China portfolio and TT's. He was formerly with the Carter Center handling Chinese relations. Daniel, Kelly G. and Emily recently hosted a China Trainer Candidate forum with 48 participants. Will continue these. Kellie Reich is the new Workshop Coordinator. She is a full-time grad student in mental health. Dina expressed the BOD's appreciation acknowledging their importance to the organization as a whole as well as supporting Trainers and others they will likely never meet. Appreciation was expressed to Jane and Lynn for starting PD leading to all the growth through the years.
2. **Financial and BOD Items.** Policies related to travel reimbursement, required forms for Conflict of Interest and Confidentiality were updated.
3. **Vote Two New Directors and Advisor on BOD.** Unanimous approval for Yogi Patel and Jody Malterre to become Directors on the BOD, and Gloria Cleve as an International advisor (non-voting).
4. **Think Tank Updates**
  - a. **China TT.** On track.
  - b. **Seattle (US TT).** Upgraded translation services are being planned with goal of two persons translating. This will be worked on for Peru also. Choice will be given for dorm or hotel stay.
  - c. **Peru.** On track.
  - d. **Future U.S. TT:** Atlanta will be the 2020 US TT site.
5. **ACT Updates**

a. Dina and Kelly P. are working on a facilitation skills list.

6. **Lab School Update.** There are 18 total for the pilot. First quarterly newsletter went out to Trainers supporting these schools. Future plans to have an Admin. Guide and connecting through Twitter. Schools in Egypt and France were featured in the newsletter. Next application period will be May-Aug., 2019 to accommodate international school schedules.

**Upcoming Meetings: (9:00-11:30am EST) March 12, 2019**

**In Person Meeting – Seattle July 10-11, 2019**

**2019 Meeting Dates – Switching to Tuesdays**

**All Tuesdays from 9-11:30am EST:**

March 12, 2019

April 9, 2019

May 7, 2019

June 4, 2019

July 2, 2019

Respectfully submitted by

Lois Ingber, Secretary