

**PDA Board of Directors Meeting: Alexandria, VA and via Zoom Online
May 29-30, 2022 Meeting Minutes
9:00 a.m. to 5:00 p.m. EST**

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>
	Suzie Bohm <i>Treasurer</i>	X	Omneya Askar <i>Director (Day 2-Online until 12:00)</i>	X	Gloria Cleve <i>Director</i>
X	Lois Ingber <i>Secretary (Day 2, until 12:30 p.m.)</i>	X	Judy Wu <i>Director – Online (Day 1 until 12:00)</i>	X	Esmat Lamei <i>Director – Online until 12:00</i>
X	Aisha Pope <i>Director (Day 2, until 12:30 p.m.)</i>	X	Vanessa Zablah <i>Director</i>	X	Fernanda Lee <i>Director</i>
X	Brad Ainge <i>Consultant (intermittent participation via Zoom)</i>	X	Jane Nelsen <i>Founder</i>		Lynn Lott <i>Founder</i>
X	Yogi Patel <i>Outreach Consultant (briefly during Day 2)</i>				

DAY 1: Sunday, May 29, 2022

The meeting was called to order at 9:00 am EST. Compliments and appreciations were shared. Jody led an opening activity based on Benjamin Franklin’s practice of asking each day, “What good shall I do today?” and ending the day with “What good did I do today?” In teams, drew a picture of a PDA member and a BOD member, then discussed similarities and differences.

STRATEGIC PLANNING. Kelly provided an overview of strategic plan history and the ‘gallery walk’ process. Posters with the 5 goal areas were placed around the room for interactive review and discussion. Process:

- Review goals; assess progress; set new goals
- Brainstorm 1-year goals (in process, completed, no longer relevant, new)
- Brainstorm longer-term goals (3-5 years)

The following notes are from conversations about the 5 goal areas and do not reflect all ideas generated on the posters. These will be incorporated into the new Strategic Plan and shared.

1. Goal - Increase Membership Services and Support.

- a. **Think Tank planning (Online and In-person).** Jody Malterre and Kelly P. are the planners for the online TT, Oct. 2022, with Deb Owen-Sohocki assisting. Planners will be needed by Fall, 2022 for the San Diego in-person TT, 2023. Dallas, 2024 planners are needed soon as well. The Spain Affiliate is willing to host a TT in 2024, possibly in the Fall. The French Affiliate will be approached to help coordinate. Clarified the general TT

annual rotations: the U.S. in summer and Latin America in the Fall. A TT in Latin America is planned for 2023 in either Cartagena, Colombia, Mexico or Buenos Aires.

- b. **Brazil Transition.** Fernanda reported that, now that the Brazil Affiliate has dissolved, there are eight members on a leadership committee and one paid assistant to provide support for Portuguese speakers throughout the world. Their three current goals are: maintain the website, translate PDA events, and offer support for Portuguese speakers. This leadership team will meet with Suzie and Kelly regarding budgeting and staff support.
- c. **Affiliates and Long-Range Planning.** To support sustainability, the PDA absorbs some costs of the Affiliates. A more consistent structure across Affiliates for tracking and reporting revenue and expenses will be pursued.

2. Goal - Strengthen Program and Curriculum Development

- a. **Online Program Development.** Deferred.
- b. **Program Pricing.** Trainer Survey results to be reviewed.
- c. **Required Workshop Materials.** For TP, the current required materials are the TP Manual and the PD book. As they are referenced often, it was proposed to also require the Parenting Tool Cards. The Cards have many benefits for warm-ups, brainstorming, etc. Participants find these more useful for in-person workshops. This may not be possible for countries other than the U.S. There are now ECE Tool Cards which are included with the ECE manual and book. **ACTION ITEM: Obtain data of how many Trainers are already purchasing Tool Cards in trainings.**
- d. **Non-Certification Workshops.** In some regions, non-certification professional development and trainings in schools outnumber certification workshops. These are missed opportunities for connection with the PDA and with Affiliates, and creates confusion for participants regarding tracking and supporting those interested in becoming Trainers. **Further discussion needed.**
- e. **ACT Format, Structure, Process.** Online co-facilitation for Trainer certification following ACT's has been successful, and the proposal was made to use this same process for in-person workshops as well. ACT graduates are given three Trainer names to choose from to be matched with. For remote areas, the co-facilitation can be online as needed. Fee-sharing is understood to be worked out between the two co-facilitators. **Further discussion to occur with LT's.**

The meeting was adjourned at 5:00 p.m.

DAY 2: Monday, May 30, 2022

Meeting resumed at 9:00 a.m.

3. Goal - Expand and Strengthen Infrastructure

- a. **By-Laws Update.** Revisions to be finalized for approval.
- b. **Committee Names and Descriptions.** The official names and descriptions of PDA Committees are being finalized for voting. Sub-committees may be needed. One name proposed is the "Belonging, Equity and Inclusion Committee." Workshop evaluations will be reviewed for feedback, both negative and positive, on the topics of cultural diversity and equity. The question about this topic was previously removed from the evaluation, so if it is re-instated training would be needed. Trainers can be encouraged to address the topic directly in the workshop/training. A list of sensitivity statements can be created. It was suggested to have a track at TT to put this into practice e.g., how to introduce yourself, how does culture show up in family meetings, etc.
- c. **Staffing Update.** Kelly reports the PDA has the staff needed for the current state of the organization.

4. Goal - Further Our Reach

- a. **Membership Survey.** Discuss reflections and learning. **Deferred**
- b. **Latin America.** Vanessa presented a ppt. outlining challenges in El Salvador. Two main obstacles are the cost of workshops and retention of Educators. Brainstormed ideas: 1) reduce Trainer fees; 2) reduce materials fees if possible; 3) help Educators see the value of offering classes following TP as a financial benefit; 4) inform Trainers of multiple scholarship requests to spread out the assistance (such as 50% discount vs. the typical amount); 5) retention of Educators through ongoing communication in Spanish (mentor groups page on the website is in English). Vanessa requested tracking workshops in Latin America to collect data. Suggestion for the website to have tabs in languages represented by Affiliates. Brainstormed creating greater access through churches or corporate sponsors to help women/others to become business entrepreneurs. Other sources could be tapped in general as well by using the PDA's nonprofit status to receive grant funds such as through the Carter Center, Gates Foundation, UNICEF, Save the Children, etc.
- c. **Outreach Updates.** Two online PDC's were facilitated pro bono by Yogi Patel in Kenya and India. Accommodations were made for connectivity issues and for family needs as participants were in their homes. Robert Omwa from Kenya received support to attend the PDA Conference and NASAP.
- d. **Anniversary Planning.** Reviewed plans for acknowledging the 20th anniversary of the PDA in 2024. The history of the PD book (pub. 1981) can be incorporated as part of the celebration. TT planners need to be determined in advance to coordinate with the celebration task force.

5. Goal - Conduct Research to Support PD

- a. **Research Committee.** Updates to be added to the Strategic Plan document.

Closing Reflections / Appreciations.

The meeting was adjourned at 5:00 p.m. EST.

Upcoming Conferences and Think Tanks 2022

- *Fall 2022 Online Think Tank: October 22-23*
- *Think Tank and Conference, San Diego, United States: Summer, 2023.*
 - *Conference Friday, July 28; Think Tank starting Friday evening and ending Sunday, July 30. In person Board meeting following Think Tank.*
- *Think Tank and Conference 2024 – Dallas, TX*
 - *Conference Friday, July 12; Think Tank starting Friday evening and ending Sunday 14. In person Board meeting following Think Tank.*

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

Upcoming Board Meeting dates 2022:

***No meeting in June**

July 12, 2022

Aug. 9, 2022

Sept. 13, 2022

Oct. 11, 2022

Nov. 8, 2022

Dec. 13, 2022

Respectfully submitted by

Lois Ingber, Secretary