

**PROFESSIONAL STAFF ORGANIZATION
BOARD OF DIRECTORS**

**MARCH 18, 2008
26 GERBERDING HALL**

MINUTES

ATTENDING: Ethan Allen, Elizabeth Campbell (chair), Anne Doherty, Ron Eng, Shelby Fritz, Namura Nkeze, Peter Rackers, Marjorie Ann Reeves, Karen Russell, Mark Schoen, Johanna Taylor, Judith Yarrow

APPROVAL OF MINUTES

The board reviewed and approved the November 2007 and January 2008 minutes. The board changed the title “Minutes” to “Notes of Discussion” for February 2008, because of the lack of quorum, and approved the February notes.

DISCUSSION OF MISSION, VISION AND VALUES STATEMENT

There was general agreement with the PSO mission, vision, and values statement. The board approved the statement.

DISCUSSION OF PSO MEMBER SURVEY

There was discussion about the differences between versions 1 and 2 and the appropriate length and number of pages. Ethan suggested including in the announcement email an estimate of the time the survey would take. The board approved the first version of the survey.

There was discussion about the timing of sending out the announcement in relation to other announcements and communications that will go out in spring. Elizabeth, Peter, and Ellen will work together to send out the survey, coordinating with Johanna.

DISCUSSION OF INVITATION TO REPUTATION BUILDING INITIATIVE GROUP

Elizabeth discussed an invitation by the Reputation Building Initiative for four PSO board members to attend a discussion group on the preliminary campaign design. Peter, Ron, Johanna, and Judith will attend and will share the findings with the board at the April meeting.

DISCUSSION OF PSO WEBSITE REDESIGN

Elizabeth, Anita, Robert, and Ellen are working on the process to redesign the PSO website. Ellen is drafting a request for proposal for the design phase of the project. One suggestion was for the designer to create two prototypes between which the board could choose. There was discussion about the general look of the website and how closely it should align with other UW sites. Shelby said UW Tacoma has a staff association page that ties in with the school page design. Judith suggested using a content management system so that the board could update the website without hiring a computer specialist.

DISCUSSION OF PSO ELECTIONS

Judith is managing the election announcements. There was discussion about how to ensure that each vote is from a professional staff member and about the limit of terms for officers and directors. Ron discussed the interpretation of bylaws. Judith will circulate a document she started listing board members, terms of service, and position.

COMMITTEE REPORTS

Communications Committee

Judith reported that Ellen will lay out the newsletter, which will be sent out in mid-April. The committee has a new member and additional interested people.

Events Committee

Elizabeth reminded the board about the brown bag seminar with Patt Schwab the following day. She reported having received positive feedback about the Dispute Resolution Panel. Elizabeth said that the spring meeting will be on April 30, and that Ellen confirmed that Speaker of the House Frank Chopp will be the presenter.

Outreach Committee

There were no updates.

DISCUSSION OF OTHER BUSINESS

The board noted that, according to bylaws, a board member can vote by telephone during a meeting or by proxy, and that these votes count toward establishing a quorum.

Karen noted a discrepancy regarding PSO contribution suggestions between the newsletter and the website. Judith will look into it and correct the discrepancy.

The meeting adjourned at 1:10 p.m.