

**PROFESSIONAL STAFF ORGANIZATION  
BOARD OF DIRECTORS**

**MARCH 17, 2009  
142 GOULD HALL**

**MINUTES**

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**ATTENDING:** Ellen Barker, Elizabeth Campbell, Hollye Keister, Dina Meske, Debbie Proctor, Neal Culver, Ann Guss, Aaron Morello, Ethan Allen, Anita Rocha, Bob Roseth, Jeanne Small, Johanna Taylor

**APPROVAL OF MINUTES**

The February minutes were approved by email vote, and approval was confirmed at meeting.

**PROFESSIONAL STAFF PROGRAM CHANGES AND POLICY**

- What is our niche? Discussion of white paper outlining possible roles for PSO
- Subcommittee formed to report at June Retreat: Bob Roseth, Ethan Allen, Dina Meske, Anita Rocha, Aaron Morello

**COMMITTEE REPORTS**

***Communications Committee***

*Spring newsletter deadlines:*

March 16	Article submission
April 6	Newsletter layout
April 14	Final review (PSO C2 meeting)
April 20	Release date
April 29	PSO spring meeting

*PSO brochure for UW Orientation*

- Copy ready for review at 4/14 Communication Committee.

*Updated email list for members*

- Download from HR has 1500 new members

*PSO Website*

- Soft launch to PSO Board on 2/27/09
- Ellen will update website with additions/corrections sent by PSO Board
- Not a full content management system; Ellen will talk with developer
- Visitors see new website
- Make a “splash” announcement in an upcoming PSO email.
- Anita arranged Google analytics to track visits, etc.
- PSO Officer Access at bottom of webpage: Ellen will follow up so PSO Board can use this limited access area to store information

### *Events Committee*

<b>Date</b>	<b>Title</b>	<b>Location</b>	<b>Comments</b>
Feb 26	Dispute Resolution Resource Panel	SCC 316L	Very low attendance; may not be a good venue
Mar 10	Light Rail Update	Walker Ames	@75 attended; very timely due to ground breaking
Apr 29	PSO Spring Member Meeting	Walker Ames	Speaker: Mary Lidstrom, Office of Research

- Question for June retreat: does low attendance mean we should reduce the number of events?

### *Legislative Committee*

This item will be discussed at a future meeting.

### *Scholarship Committee*

- Number of applications and \$ amount requested looks about right
- Next meeting 3/18/09

### **2007–08 ANNUAL REPORT**

- 07–08 reports collected by Elizabeth
- Ellen will post on website
- Announce in a future email to membership
- Last PSO history entry is 2005-06; insert link to Annual Reports page for 2006-07 and forward.
- Annual report to Secretary of State is a form only: Ron Eng will file form and \$10 annual fee.

### **PSO BOARD ELECTION**

- 5 open board positions, plus Secretary, Treasurer and Vice President
- Deadline for nominations is Friday, March 27 (somewhat flexible, but candidate information needed for April newsletter)
- Election held using Catalyst; usually completed by mid-May (Ethan will follow up)
- To date, no formal nominations received by Ethan
- Current members eligible to run
  - Johanna, Shelby and Ellen will not run;
  - Anita TBD
- Need to publicize election, recruit for board
  - Former Board members (Ethan)
  - Scholarship recipients (Ethan)
  - Distinguished staff awards <http://www.washington.edu/president/evp/dsa/> (Ethan)
  - Event managers email list (Ann and Debbie)
  - Board members will contact colleagues and friends

**FOOD DRIVE AT SPRING MEETING**

- Ann and Sue Geier have coordinated a food drive collection bin for UW District Food Bank at April 29 Member Meeting. Toiletries and monetary donations will be accepted.
- Ann will announce in monthly email and newsletter.

**UW RETIREMENT FUND COMMITTEE**

- Katie Dwyer requested PSO rep to committee
- Debbie Proctor volunteered to serve
- Ethan will send detailed email

The meeting adjourned at 12:50 p.m.