

**PROFESSIONAL STAFF ORGANIZATION
BOARD OF DIRECTORS**

**APRIL 21, 2009
439 CHEMISTRY BUILDING
11:30 – 1:00**

MINUTES

ATTENDING: Ethan Allen, Ellen Barker, Neal Culver, Ann Guss, Hollye Keister, Dina Meske, Aaron Morello, Debbie Proctor, Carol Rhodes, Anita Rocha, Bob Roseth, Jeanne Small, Johanna Taylor, Donna Thompson, Adelia Yee

GUESTS: Josh Kavanagh with Transportation Services staff members

APPROVAL OF MINUTES

The March minutes were approved by email vote.

COMMUTER SERVICES PROPOSED RATE INCREASES

Josh Kavanagh, Director of Transportation Services, made a presentation to the PSO board on proposed rate increases for the U-PASS program and parking fees. There will be an approximate \$16 per month increase for a U-PASS and \$25 per month increase in parking. This is necessary for this valuable program, Kavanagh argued, because of the projected \$13.4 million U-PASS program deficit due to increased use and cost. The number of boardings on buses between fiscal year 2008 and 2010 has increased by 30%. And the price per boarding has increased. A public hearing and official comment process will take place in the HUB 310 on Wednesday, April 22 at 12:30.

APPOINTMENT OF PRESIDENT, VICE PRESIDENT, AND TREASURER

Ann Guss moved to appoint Ethan Allen as President, Anita Rocha as Vice President, and Hollye Keister as Treasurer for the remainder of the current term. Ellen Barker seconded. All approved.

TREASURER'S REPORT

Hollye Keister reported that, with the help of Karen Russell, the PSO tax forms were completed and submitted on time.

OPEN SECRETARY POSITION

Ethan Allen reminded the PSO Board that an important officer position of secretary remains open and encouraged individuals, both board members and other professional staff, to consider volunteering to be secretary.

COMMITTEE REPORTS

Communications Committee

Newsletter:

- Ethan Allen announced that the Spring Newsletter will be edited and reissued due to a mix-up of several candidates' biographical descriptions.
- Ann Guss congratulated Ellen Barker on spearheading the development of the Spring Newsletter.
- Ellen Barker said that the Spring Newsletter was designed to have the same look as the website, requiring extra time to implement.

Debbie Proctor proposed creating a list of all PSO representatives sitting on committees. Ann Guss suggested there might be a way to regularly track PSO representatives and help publicize important news and developments occurring within committees.

Website sub-committee:

- Ellen Barker asked for clarification on the decision process to implement regular updates and changes to the PSO website, and mechanisms to implement occasional larger scale changes. Anita Rocha recalled that at the last Communications Committee meeting, it was agreed that minor updates would be discussed in that committee, while decisions with greater impact would be brought to the attention of the PSO Board.
- Ellen Barker asked if the agendas for upcoming PSO Board meetings, as well as times and locations, should be posted on the website. The Board agreed.
- Ellen Barker suggested that the PSO Board begin to utilize the portion of the PSO website reserved as a repository for archived documents. This may require additional web development as a password-protected area. The Board agreed that this would be an appropriate agenda item at the next Communications Committee meeting.

Events Committee

Spring meeting:

- It was agreed that Bob Roseth, as founder of PSO and a former PSO President, will present the plaque to the outgoing president, Peter Rackers. Then Ethan Allen would be announced as incoming president. Allen will introduce Carol Rhodes, who in turn, will introduce the event speaker, Mary Lidstrom.
- Ellen Barker remarked that attendance may be up at the Spring meeting since Mary Lidstrom was quoted on the front page of the Seattle Times regarding UW scientific researchers as likely recipients of government stimulus package funds.
- Carol Rhodes has arranged chairs, tables and AV equipment. Ann Guss will follow-up to ensure a table and two chairs are in the outside hallway.
- Jeanne Small will bring PSO Board name badges.
- Debbie Proctor remarked that the amount of food available at the event will be reduced compared to the Fall meeting since so much was left over last time.

Scholarship Committee

Ethan Allen reported that there was a good match between the number of applicants for scholarship funds and the funds available. Most applicants were funded. Suzanne St. Peter will be stepping down as chair of the committee, and perhaps Anne Doherty Renz may take the position.

Legislative Committee

Neal Culver reported that there has been no new activity in the Legislative Committee.

ANNUAL REPORT UPDATE

Elizabeth Campbell has not reported the status of the 2007-2008 Annual Report. It was agreed that this could be discussed at the annual retreat.

RECOGNITION

As a follow-up to Bob Roseth's white paper on ways to increase professional staff recognition at the University of Washington, Roseth presented an extensive document developed by PSO board members several years ago containing the activities of professional staff organizations at other universities. He said that Berkeley administrators, for example, have annual staff days. The Staff Day that was introduced at the UW several years ago may not happen this year as it was tied to Washington Weekend. One idea for how the PSO could further the goal of greater recognition, Roseth reported that Linda Barrett created an informal group of staff members with similar job responsibilities that gathers to discuss common challenges. Pat Dougherty would like to do the same and would like to organize it under the sponsorship of PSO. Roseth will meet with Dougherty and others to discuss a "statement of need" for the development of this group. Ethan Allen said that this looked similar to his idea of "professional affinity groups" and thought this was a "very sensible" endeavor.

ID LOSS FROM UW PARKING THEFT

The Board discussed the recent theft of employees' personal information. It took over three months for Commuter Services to notify the 6,000 affected employees of the theft. Commuter Services offers a year of free credit monitoring if an individual demands it. Members of the board were disappointed in the handling of the disclosure and the available help for affected individuals. Ethan Allen will arrange a separate meeting with Josh Kavanagh including Aaron Morello and Matt Weatherford, the PSO Representative on the Transportation Committee.

BOARD MEMBERS TO PRESENT PSO AT NEW EMPLOYEE ORIENTATION

Ethan Allen would like PSO to be represented at the upcoming New Employee Orientations. Debbie Proctor reported that the PSO brochure has been updated and needs to be formatted before it will be ready to be distributed to new employees. Ellen Barker will do the layout. Proctor will review the schedule of upcoming orientations and the feasibility of organizing PSO representation at one or more of these meetings.

The meeting adjourned at 1:00 p.m.