

Meeting Minutes
Production Services Association
March 22, 2005
www.psajackson.org.



Production Services Association

Board Members: Present at Meeting

Karen Johnson - Past Pres.	Pam Wharton - Pres.	Tammy Smith - Permanent Board Member
Tracy Duncan - Board	Susie Brock - Vice Pres.	Paula Travis - Board
Sylvia Burnett - Board	Beth Messina - Secretary	Kim Sykes - Treasurer

Board Meeting held at Hal and Mal's on State St. in Jackson, MS.

Discussed:

- Pam Wharton (p):**
- Jackson Paper trip that was scheduled for the week of April 26th would have to be re-scheduled as the actual 'mill' would be closed that week.
 - The trip could be re-scheduled for the week of May 17th or the week of May 24th.

- Tammy Smith (pb):**
- AdClub's Silver Medal Awards were scheduled for the week of May 17th and suggested that PSA's Board pick the week of May 24th to schedule the trip so there wouldn't be any conflict with AdClub. And, depending if 10-14 people can or cannot book the trip, it can be re-scheduled for the fall.
 - Motioned for the week of May 24th to be finalized.

- Pam Wharton (p):**
- 2nd the motion. Board was in 'favor'.
 - Dodge Ball Fundraiser planning: HEIDI ALLEN was going to check with St. Andrew's to schedule it before June 20th as it was a Middle-School sized gym with no air conditioning. Suggested to use a tennis court.

- Beth Messina (s):**
- Should be planned inside as the balls had to bounce off the walls.

- Tammy Smith (pb):**
- We should create a committee to investigate possibilities of an outside location with walls or new ideas for a location to have the fundraiser. And, that we could make the fundraiser PSA's June 'meeting' and plan it for late afternoon so people could attend after work and not give up a Saturday.

- Pam Wharton (p):**
- We'll bring up idea of committee at lunch meeting.

- Tammy Smith (pb):**
- Audited books and found deposit register kept separate from checkbook and was in wonderful condition. She had to reconcile checkbook and it is now balanced and she went over with new treasurer, KIM SYKES, as to how to keep in the future (as all other treasurers in past had their own system).
 - Made notes in stubs and statements and put her initials from conception thru to 2004 and they are in the permanent records which she put in storage in TAMMY SMITH'S records.
 - Made notes in stubs and statements and put her initials from conception thru to
 - Made PSA budget for what PSA had yearly, i.e. website, PO Box, monthly luncheon, etc. Suggested to make a regular part of Board Meeting to announce the balance each time.