

General Board Meeting Minutes
Production Services Association

February 28, 2008

Members in attendance

Vickie Burkes, President • **Lucy Hetrick**, Vice President • **Paula Travis**, Past President
• **Tammy Smith**, Lifetime Board Member • **Heidi Flynn Barnett**, Treasurer
Sylvia Burnett, Secretary

President, Vickie Burkes called the meeting to order.

Tammy Smith reported that all non-profit organizations have to file a report each year that we are existence. She had filed the report for 2008.

Bi-law: We discuss revisions. Everyone agreed to let Tammy do the revisions as discuss and e-mail to everyone.

We would not offer free memberships to the local colleges since we no long have students attend our meetings

Board would be made-up of four officers and four board members

Board members serves two years.

Two would be able to sign checks (at present Heidi and Kim)

Heidi suggested that we send Thank You Cards to our vendors after our meetings.

Website: Vice -president would forward meeting information to webmaster.

Production Book: Tammy stated she was still working on the book. Some of the materials are outdated.

Everyone enjoyed lunch at Basil's.

With no further business to discuss, the meeting was adjourned.