

General Board Meeting Minutes

Production Services Association

September 23, 2008

www.psajackson.org

Board Members

Vickie Burkes, President • Paula Travis, Immediate Past President
Lucy Hetrick, Vice President • Heidi Barnett, Treasurer • Sylvia Burnett, Secretary
Tammy Smith, Lifetime Board Member • Karen Johnson, Board Member
Jennifer Lewis, Board Member • Tracy Duncan, Board Member
President Vickie Burkes called the meeting to order. In attendance were: Vickie Burkes,
Lucy Hetrick, Heidi Barnett, Tammy Smith, Karen Johnson, Jennifer Lewis.

The following items were discussed:

1. President Burkes suggested a postcard-type invitation with coupon for one free luncheon be sent out to new member prospects. It was decided that this should mail in January (since that monthly meeting is mainly for annual business and board election), inviting them to attend any upcoming meeting for free. The Membership Committee should use phone book, etc. to identify prospects and also have current members submit names for prospects. Main concern is to reach other agency production/traffic managers, freelancers and in-house print buyers who are not currently members.
2. Board voted to put a \$350 cap on sponsor contribution to the lunch bill, with PSA picking up the balance.
3. All current officers and directors in attendance agreed to run for a consecutive term in 2009. Tammy Smith volunteered to be Nomination Committee Chair and will check with those not in attendance to confirm their desires for re-election, as well as choosing alternates for each position for the election. Lucy mentioned that Stacy Morrison had shown interest in joining the board, but was to check with her to see if her schedule would allow for regular board meeting attendance.
4. Karen Johnson agreed to contact Stewpot about our annual Christmas project of adopting families for Christmas gift giving.
5. October meeting sponsor is already booked; November is a non-meeting month due to Thanksgiving falling on our regular meeting day; December will be our annual Christmas gathering and gift wrapping party.
6. With no other business to discuss, President Burkes adjourned the meeting.