MINUTES
PSBA
Governing Board
Governing Board - December 2018 Meeting
Wednesday, December 5, 2018, 10:00 am - 2:00 pm
PSBA Headquarters

In Attendance
Member
Daniel O'Keefe, At Large Representative West; David Hutchinson, President;
Eric Wolfgang, President Elect; Kathy Swope, Immediate Past President;
Maura Buri, At Large Representative East; Michael Faccinetto, Immediate Past
President; Sabrina Backer, Sectional Advisor Co-Lead; Tom Kerek, Sectional
Advisor Co-Lead

Staff
Ashley White, Sr. Director of Strategic Initiatives; Britta Barrickman, Chief
Member Services Officer; Christina Griffiths, COO; James Scheirer, Chief
Information Officer; Kyle Fronk, Senior Director of Finance; Nathan Mains,
CEO; Sherri Houck, Executive Assistant

Not In Attendance
Member
Carl Moore, Affiliate Council Chairperson; Larry Augustine, Central At-Large
Representative; Mike Gossert, Treasurer
Staff
Deidre Lenker, Chief Human Resource Officer; John Callahan, Chief Advocacy
Officer

Pennsylvania School Boards Association
The Association of public school leaders advancing excellence in education through superior
training and powerful advocacy

I. Welcome
10:00 am Call to Order; Pledge and Welcome
A. Meeting was called to order at 10:02 am

II. STRATEGIC DISCUSSIONS
A. 10:05 am - Update and review of PSBA Audit for 2017-18

Michelle Buskey and Lisa Ritter, Maher Duessel; David Hutchinson, PSBA President Elect
10:05 am - Lisa Ritter and Michelle Buskey of Maher Duessel discussed the Audit with the
Governing Board; following documents were reviewed

- Communication Letter - went over highlights of the Audit: Financial Reporting, Building
Renovations, Grant Entries, Reconciliation of Billing and Software (resolve working with 2
system; updated system being looked at)
- Management Letter
- Financial Statements - Financials were presented with a positive cash flow due to building
improvements and investments, current asset ratio is very healthy; liabilities are current, no long
term; net assets unrestricted; provided explanation of items on designated pages
Mike Faccineto moved for the Governing Board to go into Executive Session @ 10:25 am with 
Maher Duessel

Out of Executive Session @ 10:35 am; Mike Faccineto moved for the motion of the board to 
accept the Audit; Tom Kerek accepted the motion; Kathy Swope seconded

B. 10:35 am - Policy Discussion C Griffiths
   • Allwein Policy - 732 C Griffiths
     Ala Carte Services Policy
     Review policy recommendations and provided suggestions for changes to Policy 732 and 
     new services Policy 706

C. 10:50 am - 2019-20 Dues Proposal N Mains
   Board received a request from PSBA staff on dues. Discussed the need to implement an 
   increase after a 5 year freeze
   Motion from Kathy Swope to approve the dues recommendation for districts and intermediate 
   units; seconded by Sabrina Backer

D. 11:05 am - AMS Software Proposal and Request N Mains
   Nathan discussed with Governing Board at the September Board meeting 
   - 4 Teams have communicated with numerous software vendors 
   - Currently there are 2 leading contenders 
   - No recommendation at this time; continuing to review and decide what will be best for the 
     association 
   - Will bring back to the board for the January meeting

III. STRATEGIC ACTION ITEMS

A. 11:15 am - Executive Session / Legal Update N Mains
   Motion to go into Executive Session at 11:15 am
   - Tom accepted; Maura seconded
   Motion for end of Executive Session at 11:41 am 
   - Mike accepted; Kathy seconded

B. 11:41 am - Leadership Development Committee K Swope
   LDC (Looking to develop future leaders)
   - Ashley White is the staff coordinator
   - 10 to 12 individuals visited with LDC at the conference
   - Looking to create Task Force; to examine ways to improve the process
   Motion to 
   - Review charter - minor changes
   - Accept revised charter
   - Policy 303 deleted; no longer have
   Move: Kathy Swope  Second: Maura Buri  Status:

   • Motion to ask 2019 Governing Board to make bylaw change recommendations to include
     - Additional Changes
     - Clarify Language
     - Alter Term "Highly Qualified"

   Move: Kathy Swope  Second: Eric Wolfgang  Status: Passed

C. 12:00 - Break for Governing Board / Staff Holiday Luncheon
   • 1:14 pm - Reconvene Meeting

D. 1:15 pm - Committee Action: Finance Committee Report M Gossert
- Minutes from Finance Committee Meeting (November 12, 2018); provided for review

IV. UPDATES / CONSENT ITEMS

A. 1:20 pm - CEO Report

- Nathan provided handouts for the board to review of the following items:
  *Graphs detailing survey information from the School Leadership Conference and School Safety Exchange
  *Letter from Government Affairs to Governor Wolf regarding Education Funding
  *Job description and responsibilities of Sectional Advisors and Liaisons
  *2019 Governance Calendar
- Reminder to board of the January 24, 2019 Orientation and Board Meeting
- Reminder to board of combined boards dinner (PSBA/PASA/PASBO/PA Principals Association)

  • Nomination / Election of Co-Lead Sectional Advisor
    - Letter provided to board: Notification that Tom Kerek was unanimously elected to serve a two-year term as Sectional Co-Lead sitting on the Governing Board

  • Team Updates
    - Reports were provided to the board for review

  • CRA Interview Summary
    - Results from CRA interview with board members were provided
    - CRA will be meeting with staff on Monday, January 7 and Tuesday, January 8

B. 1:30 pm - Routine Business

  • Approval of Minutes 9/17 and 11/8 - 2018

    Motion to approve Minutes from the following Governing Board Meetings
    - September 17, 2018 - Washington DC
    - November 8, 2018 - Conference Call

    Move: Kathy Swope  Second: Tom Kerek  Status: Passed

  • Approval of Financials

    Motion to approve Financials

    Move: Kathy Swope  Second: Tom Kerek  Status: Passed

C. 1:40 pm - Adjourn

  - Motion to adjourn meeting

    Move: Kathy Swope  Second: Michael Faccinetto  Status: Passed