



MINUTES

**PSBA
Governing Board
Revised - Governing Board Meeting Agenda
Sunday, March 22, 2020, 2:00 pm - 4:00 pm
Conference Call - Zoom**

In Attendance

Member

Art Levinowitz, President-Elect; Daniel O'Keefe, At Large Representative West; David Hein, Vice President; David Hutchinson, Immediate Past President; Eric Wolfgang, President; Julie Preston, At Large Representative Central; Maura Buri, At Large Representative East; Mike Gossert, Treasurer; Sabrina Backer, Sectional Advisor Co-Lead; Tom Kerek, Sectional Advisor Co-Lead

Staff

Annette Stevenson, Chief Communications Officer; Britta Barrickman, Chief Member Services Officer; Christina Griffiths, COO; John Callahan, Chief Advocacy Officer; Nathan Mains, CEO; Sherri Houck, Executive Assistant

Not In Attendance

Member

Bethanne Zeigler, Advisory Council Chair

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

I. 2:00 pm - Call to Order

Call to order and Pledge

2:03 pm - Meeting was called to order

II. 2:05 pm - Consent Items

A. CEO Report

Team Reports were provided prior to the meeting for review

B. Approval - Minutes 1.23.2020/ Financials 1.31.2020 and 2.29.2020

Motion for board approval

Governing Board Minutes from 1.23.2020

Financials from 1.31.2020 / 2.29.2020

Dan O'Keefe abstained

Move: Art Levinowitz Second: Tom Kerek Status: Passed

III. 2:10 pm - Approval - Leadership Development Committee Timeline

Motion to accept the LDC Timeline as presented; possibility of change depending on Coronavirus status

Move: Mike Gossert Second: Maura Buri Status: Passed

IV. 2:15 pm - Update - 2020-21 Dues

Dues - Member Enrollment

Process has begun on the Value Letter and communications to entities

PSBA to push back timing on release of invoices and value letters due to entities dealing with closures

PSBA should know more in the next 3-4 days; dealing with the closures

Board will be kept informed of any new information that is received

PSBA to analyze steps to be taken upon information received

V. 2:20 pm - Update - PSBA Internal Issues (staffing/facility/tech needs)

Staffing

Tuesday, March 17 tested Zoom capabilities with staff

Staff is working remotely; difficult at times not having staff on site

Staff is staying connected via e-mail/slack/zoom

Facility

PSBA is operating remotely, with staff working from home

Staff can obtain items from office if needed; notification must be provided to COO

Cleaning Company is doing a deep cleaning of the entire facility

Tech Needs

Additional funds needed for purchase of laptops and video conference room updates

Executive Committee approved this purchase week of March 16, 2020

16+ staff were in need of laptops; ability to work remotely and stay connected

Requesting motion for authorization from the board for prior approval from the Executive Committee

Move: David Hutchinson Second: Tom Kerek Status: Passed

VI. 2:25 pm - Update - PSBA offer of BoardDocs and Zoom

BoardDocs

Agreement to offer to entities through PSBA free use for a short term

Zoom

Additional funds needed for purchase of Zoom licenses

Executive Committee approved this purchase Thursday, March 19, 2020

PSBA received a hefty discount allowing licenses to be provided to entities for their use for 1 year

Will not be able to renew

PSBA felt strongly that if entities had both of these tools their boards would be able to operate remotely

Receiving a good response from entities interested in either both applications or just one

Trainings will be provided by PSBA on both applications

Requesting authorization from the board for the prior approval from the Executive Committee

Move: Mike Gossert Second: David Hutchinson Status: Passed

VII. 2:30 pm - Update - PSBA assist districts with guidance/support/training

PSBA is providing guidance/support/training

Sectional Meetings to be replaced with Coronavirus Web Series

Training on how to run a virtual board meeting

Communication channels available through Daily Edition, and new websites

Weekly calls with NSBA and other states

With staff working remotely, gives entities the ability to reach out with questions/concerns

VIII. 2:35 pm - Rescheduling of Board Meetings

Next scheduled Board meeting is to be on Monday, April 20, 2020 (Conference Call)

Looking to have a meeting early April allowing everyone to stay connected/up-to-date with the situation

Meeting to be on April 4, 5, or 6; board will be notified in advance of the exact date/time

IX. 2:40 pm - Rescheduling Advocacy Day

Advocacy Day has been rescheduled to Monday, May 11, 2020

Board meeting to be at PSBA Headquarters on Sunday, May 10, 2020

Legislative Alerts are going out to membership on things that PSBA is fighting for dealing with Covid-19

Daily Edition to have five minute interviews with superintendents and legislators

X. 2:45 pm - Planning for extended closure

Steps for extended closure

Governor updates; CEO/COO on top of status

Staff has tools to work remotely

School closures for the remaining school year; staff to be brought back in as needed

Governing Board will be updated with any decisions that are made

XI. 2:50 pm Member Comments / Questions

Tenants

Very appreciative of how PSBA is dealing with the situation and communicating with them

Rent payments are on schedule

Convene Rental

Events from the middle to end of March have been canceled

Events for April; scheduled for 14, 15, 16 and 18, decision to be made if going to be canceled

XII. 2:55 pm - Adjourn

2:50 pm - Motion for meeting to be adjourned

Move: Art Levinowitz Second: Sabrina Backer Status: Passed