

EC Meeting  
Dec. 6, 2022 Minutes

President Janet Carey called the meeting to order at 6:29 p.m.  
In attendance: President Janet Carey; Treasurer Patti Pollock; Secretary Denise Murphy; President-Elect Robin Bridson; and guest State Parliamentarian Margherita Clemento.

A quorum was present.

Secretary's Report: Denise Murphy  
Minutes of the EC meeting on Nov. 1, 2022, were approved as corrected.

Treasurer's Report: Patti Pollock  
As of Dec. 6, 2022, total cash on hand was \$92,073.15. The treasurer is still waiting for two conflict-of-interest forms to be returned and insurance-premium payments from a few chapters. The Capitol chapter sent a payment, but - since it's status with NYSW Inc. is in flux - the check will not be cashed until President Carey can gather more information from chapter leadership.  
Treasurer Pollock said she will continue to communicate with Linda Winston to reschedule the annual 2022-23 audit into early 2023 as she copes with the sudden death of her husband.

The treasurer's report was filed for audit.

President-Elect Report: Robin Bridson.  
Membership: As of Dec. 6, membership numbers stand at 339 current and 78 lapsed members. She said clarification is needed on Staten Island membership numbers which the president-elect will investigate.  
Membership liaison: No update.  
RD liaison: She will reach out to the members about obtaining marketing materials and promoting PPD.  
Leadership directory: Incomplete until the Capitol chapter status is established.  
Communicator: No update

Immediate Past President's report: Jacquie Shellman  
No report

President's Report: Janet Carey

Chapter Presidents' meeting date: TBD in coordination with President-Elect Bridson.

Capitol chapter update: Some dissolution paperwork has been filed, but the process is incomplete. President Carey plans to learn more about what is needed to complete the work.

Nike/Communicator articles: Working on December deadlines. Information on the annual conference will be included in the February Nike issue.

Other: Fresh photographs will be added to the website to update the information and attract new interest and new members in the organization.

Clarification is needed on what scholarships are available through local chapters and chapters are being asked to update their information so they can be promoted on the website.

New business:

Strategic Plan: The current provisions are in effect from June 2021 to May 2024 which means the president-elect for 2023-24 is responsible for convening a committee review and revise strategic plan and the roadmap to achieve the identified goals. A revised plan would eventually be offered for adoption by membership during the June 2024 annual conference.

President Carey wants a review of what has been accomplished, what work is in progress and what may have to be retooled or dropped.

Treasurer Pollock said standing-committee chairs should already be meeting regularly and formulating their plans of action and reporting their progress as well as future goals to membership through chapter meetings, updates through the EC and in the annual board activity reports that chairs are required to file for board meetings, starting with the March 11 board meeting.

The EC's overall role is to keep committees on task and offer support and guidance where needed with the strategic plan.

President Carey will send letters to specify EC reporting expectations and will also forward the appropriate portion of the plan to the chairs and leaders responsible for attaining the goals in each section.

Board reports for the March 11 meeting are due from chairs and directors by March 1.

Adjournment:

The meeting was adjourned at 7:30 p.m.  
Next Communicator deadline is Dec. 9, 2022.  
Next Nike deadline is Feb. 15, 2023.  
Next EC meeting is Jan. 3, 2023, at 6:30 p.m.

Prepared and submitted by:

  
Denise Murphy  
Secretary

Date approved: Jan. 3, 2023