



Minutes
 September 13, 2023
 Board Meeting
 12:00PM – 1:00PM

Conference call log in instructions: **Microsoft Teams meeting**
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Phone Conference ID: 454 587 241#

2023-2024 Officers	Present	Absent
Sheila Esparza President	X	
Cynthia Stafford President-Elect	X	
Sareen Baghikian V.P. Programs	X	
Noel Bajas V.P. Membership	X	
Karen Monzon Secretary	X	
Russ Quan Treasurer	X	
Shiann Todd Communications Director	X	
Sandy Witz Immediate Past President		X

2023-2024 Officers	Present	Absent
Harvie Kaur Director at Large (1 st of 2)		X
Janeshia Robinson Director at Large (1 st yr of 2)		X
Sheryl Montgomery Director at Large (2 nd yr of 2)	X	
Cindy Rosales Director at Large (2 nd of 2)		X

1. CALL TO ORDER – 12:02PM

2. NEW BUSINESS

a. Attendance

b. President

i. Approval of Minutes – August 9, 2023

Motion to approve: Shiann

Second: Sareen

Ayes: 6 Noes: 0 Abstain: 1

ii. PSHRA Rebranding

- Website Rebranding by Trevor Ali

Cyndi spoke about hiring Trevor as the consultant for the website. Shiann spoke with Trevor and he shared the website template. We will use the existing bios from the website and add them to the new site. Shiann will be communicating with Trevor so they can agree on the changes.

iii. Approval of Budget for Fiscal Year 2023 – 2024

Sheila and Cyndi worked on the budget for the new year. Budget is \$39,000. Money was added to Marketing. The rest of the budget remained the same.

Motion to approve: Sheryl

Second: Russ

Ayes: 7 Noes: 0 Abstain: 0

iv. Increase of Membership Dues

Sheila stated that membership dues have been the same for at least six years. Due to rising costs overall and to provide the most benefits for our members, we are proposing to raise the dues. The conference costs are high as well as annual membership. Cyndi believes \$25 raise is warranted as well as tying the membership to “fiscal year” to align with annual budgets that run on fiscal year. For conference, members can continue receiving the lower rate if they choose to continue their membership. Russ does not agree with raising the membership fee. There should be a better justification for raising the membership fee. There should be more value for the membership fee – more webinars, information, etc. We will further discuss at the October meeting.

c. President-Elect

i. Conference Planning

- Theme Suggestions

Conference Planning is scheduled for Saturday, September 16. Please bring conference themes.

d. Communications Director – **Sheila will provide information to Shiann she can connect with Karina.**

e. Treasurer

i. Presentation of Treasurer’s Reports August 2023

One payment came in for the month of August. No major expenses.

ii. Approval of Treasurer’s Report

Motion to approve: Cyndi

Second: Shiann

Ayes: 6 Noes: 0 Abstain: 0

f. Vice President – Membership – August 2023

Motion to approve: Sheryl

Second: Shiann

Ayes: 6 Noes: 0 Abstain: 0

g. Vice President – Programs

Webinar is sent out. October 26 at noon – Legal update.

3. FUTURE MEETINGS & EVENTS

a. Conference Planning: September 16, 2023

b. Board Meeting: October 11, 2023

4. ADJOURNMENT

Motion to approve: Sheryl

Second: Shiann

Ayes: 6 Noes: 0 Abstain: 0

Adjourn 12:57pm