

# Minutes

## Technology and Innovative Solutions Board Meeting

March 17, 2017 – 1:00PM AST

Location: via CCPA teleconferencing

Minutes prepared by Sherry Law

### Present

- Dan Mitchell (President)
- Sherry Law (President Elect)
- Constance Lynn Hummel (Director)

### Regrets

- Michel Turcotte (Liaison to National Board)
- Lawrence Murphy (Director)
- Shawn Smith (Director)
- Linda Rombough (Secretary) / On Leave
- Dawn Schell (Treasurer) / On Leave

- Minutes (January 20, February 17) motion to approve by Dan Mitchell, seconded by Constance Lynn Hummel. Approved.
- All board members have access to a CCPA-ACCP Office 365 account. This is more powerful than Wiggio and would allow us to have all board-related materials in one place. Sherry will draft a signature for the e-mails. Please contact Sherry if you require account initiation procedures.
- Benefits and commitments list will be drafted by Sherry for promotion of Board Membership.
- Constance will draft instructions on different ways of using social media platforms.
- Our bank balance as of Jan.25, 2017 was **\$1676.79**. The only expense for the month of Jan. was the \$3.75 bank fee. Our bank balance as of Feb.25, 2017 was **\$1673.04**. Upcoming expenses include: director attendance (\$100 per) conference fee subsidy, stipends for panelists (chocolates), bling for conference, \$1000 for guidelines contribution. Expected income include membership fees (\$500).
- Newsletter sent for March 13<sup>th</sup> successful. Member involvement has increased as a result.
- Public relations committee (Sherry) will prepare a draft for benefits and commits of TISC membership for the purpous of recruitment.
- Panel is set for April 11, 10:30 PST **TISC executive board members are recommended to attend**. Lawrence Murphy has agreed to be final reader/editor of Guidelines' final draft.