

## TYCA-PNW Minutes 10/7/11

Present: Carolyn Calhoon-Dillahunt, Mary Dahlin, Dodie Forrest, Lisa Freeman, Jeff Klausman, Betsy Lawrence, Alexis Nelson, Dan Peters, Sandra Schroeder, Barbara Simmons, and Julie Swedin

The meeting was brought to order at 1:00, and for the first order of business, we discussed future conference sites. Cascadia Community College will not be a physical site for 2012; however, Highline Community College might possibly be able to hold the conference next year. Jeff thought he might talk to people at both colleges to see if Cascadia could assist Highline by possibly collaborating on the program while the actual conference is held at Highline. The REC agreed that we would prefer a Seattle area site for next year if at all possible. If this can be arranged, then we would schedule Chemeketa (possibly partnered with Linn Benton Community College) in 2013, Spokane Falls Community College in 2014, and, likely, a Portland area college in 2015.

This year's conference (2011) ended up being a partnership with PNWCA, and the collaboration seemed to be a logical way for both organizations to hold a conference and keep the cost down. The REC thought it would be good to debrief after this conference is over to see if we would recommend future collaborations. Presumably the PNWCA board will also discuss the success of this collaboration. The TYCA-PNW Conference this year received a generous sponsorship of \$500.00 from PNWCA, and there was some discussion as to the appropriate sharing of revenue made by the conference. Dodie Forrest and Dennis Bennett (of PNWCA) will discuss an equitable financial representation for both groups.

Regarding another area of business, Jeff Klausman brought up the appropriate replacement of members of our REC board. Jeff brought to our attention that it appears we will lose four or five people next year, and it is not good to lose that many during one year. Mary Dahlin was directed to look at past minutes to verify the dates when various officers began service and when they will go off the REC board. We will discuss in spring how to make a smooth transition. For this year, we need to replace our member-at-large, and that election will take place during lunch at the current conference.

At this time, Carolyn Calhoon-Dillahunt, National TYCA Chair, discussed possible changes to the TYCA by-laws. She has gone through the current by-laws, which are approximately sixty years old, and she has visited with various regions to find out how they manage their boards and organizations. Most of the proposed changes are meant to clean up the language and make the by-laws more clear. However, it became evident that various regions have quite a bit of variance in the names of offices and numbers of REC voting members.

Currently the PNW region has two co-chairs, while the by-laws call for a program chair and an assistant chair. Our REC did not object to a name change in our officers in order to comply with by-laws. Additionally, we learned that our by-laws dictate that we should have a nominating committee to recruit and hold the elections during the conference as well as the fact that new officers are voted simply as members of the REC and not to a specific office. Offices are then distributed by members of the REC itself. Our REC has not handled our officer elections this way, but we felt we could do that in the future if it were required; otherwise, the consensus at the time seems to be to continue our current practice.

Carolyn indicated that by-law revisions suggest that we might have six (only) voting members on the REC: chair, assistant chair, secretary, treasurer, membership chair, and national representative. The REC can be larger and have additional appointed positions, like our newsletter publishers, but the core

voting members will be those six mentioned. That change did not seem to be a problem, especially for our REC, since we tend to discuss and reach consensus on most issues anyway. Carolyn suggested that we should have six voting members on the REC, each having a limit of three years and that these officers can repeat only once before going off the REC board for at least a year. It is also recommended that we rotate only two positions per year, so most members of the REC are not new.

Carolyn reported that currently the regions have quite varied ways of handling officers and REC boards and that there is not a lot of consistency. Revising the by-laws is to attempt to bring regions into reasonable compliance and to promote more consistency. When asked how we felt about the extent to which it is okay that regions have different numbers of offices as voting positions, our REC felt we should have the core positions, but there could be a statement allowing other regions to decide if they need additional voting members on their own regional executive committees, this being dictated by the numbers of members and the extent of the activity within various regions.

Lastly, related to this discussion, we were advised that our treasurer's reports are to be submitted to TYCA National, and that our minutes should be made available to all members of our region. We currently post our minutes on our website, so we comply with this requirement.

Another related query concerned whether we felt we should have state representatives on our REC board. We tabled discussion of that issue until the spring meeting.

Lastly, Carolyn indicated that one or more of our conference presentations can be offered on-line in a condensed version in the form of a podcast or a power point presentation.

Our treasurer, Betsy Lawrence, reported that our current bank account balance is \$3,047.62, and we have a CD with \$2,273.11. At our spring meeting, we need to discuss how to handle the CD inasmuch as it earns practically nothing. At this time, Alexis Nelson indicated to the REC that she would be requesting \$250.00 for each of two national meeting trips she is required to make this year. The REC agreed that this was a very reasonable request.

Lisa Freeman, membership chair, requested that Mary Dahlin, 2011 conference registrar, send to her a list of conference attendees (names and addresses) who are not PNWCA-only members.

Regarding the current conference, Jeff Klausman indicated that he will set up a method for participants to offer feedback via email.

Sandy Schroeder, publications, asked Betsy Lawrence if she had yet received a billing from the YVCC print shop for printing the spring newsletter, and Betsy had not. Sandy said she would follow up on the billing.

This year's committee to select the Lisa Ede award was made up of winners from the past two years. The REC decided to continue with this process in the near future and then determine if this is preferable to having the REC choose the winner. Each year, two people will drop off of that committee as the current year's winners are added on.

Dodie Forrest reported that Lisa Ede was offered a \$500.00 honorarium and the REC was unanimous in support of this. At the spring meeting, the REC will consider this as an appropriate precedent in discussing guidelines for honoraria and other expenses for future conference program chairs.

A date and actual location for the spring meeting is not yet determined. When we meet in spring, we will look at conference expenses, so a potential budget can be available for future conference committees.

The meeting was adjourned at 2:45 p.m.

Respectfully submitted,

Mary Dahlin, Secretary