

**Simone** made a motion to accept the committee reports. **Corey** seconded the motion. The motion was approved unanimously.

Old Business: David Lefitz has been asked to join the Board and is considering it. Dwayne reported that he has been in contact with Marti Davis to discuss a trade of advertising for free luncheons that we discussed last meeting. He has an appointment to meet with her to finalize the arrangement. The 2012 budget has been reviewed by Susan and Simone. She reported that she wanted input from the Board on the line items of income. The Board discussed and projected new numbers for income. Susan will update the projected budget and send out a copy by email.

New Business: Jill requested that the Board approve the necessary changes to the website to reflect the new membership prices. **Susan** so moved. **Simone** seconded the motion. The motion was approved unanimously.

Adjournment: **Simone** moved to approve adjourn the meeting. **Corey** seconded the motion. The motion was approved unanimously. The meeting was adjourned at 7:59

Next Meeting: The next Board meeting will be held on December 19, 2011 at 6:00pm.

Respectfully Submitted,  
Simone Neall

Minutes of the PABA Board Meeting  
November 21, 2011  
Portland, Oregon

Meeting called to order at 6:05pm

PABA Board Members Present: Jill Nelson, H. Dwayne Davis, Susan Johnson, Corey Kaster, Simone Neall, Phillip Schlaadt

Board Members Absent: Mark Fenske, April Sunrise, Megan Gluth

Approval of the Draft Agenda: **Dwayne** moved to approve the draft agenda. **Phil** seconded the motion. It was approved unanimously.

Approval of the Minutes: **Susan** moved to approve the minutes for the October Board Meeting. **Corey** seconded the motion. The motion was approved unanimously.

Treasurer's Report: Susan asked that she be empowered to purchase workmen's compensation insurance for our employee. **Simone** so moved. **Dwayne** seconded the motion. The motion was approved unanimously. A discussion of the invoice from Morel Ink for the Scholarship event was begun. Susan clarified the necessary details. The Board decided to split the invoice with Bill Dickey of Morel Ink as well as offer an event sponsorship or web ad (his choice) for his generous offer and support of the event. **Susan** so moved. **Simone** seconded the motion. The motion was approved unanimously. Susan brought up the purchase of software for the office computer that would enable Joan to convert old files to the new system. Corey agreed to work with Joan in lieu of purchasing the software. He is using a free software program that we could also use. Susan will send an email to Joan to notify her of the decision. The Board reviewed the last two months of financial reports provided by Susan. **Simone** moved to approve the financials for the past two months. **Corey** seconded the motion. The motion was approved unanimously.

Strategic Planning: Jill requested that the Board consider the possibility of hiring a sales rep. in order to facilitate membership growth. The position would be on commission salary basis (see handout). Jill will ask Megan to review the specifics of the position, once she has completed them. Jill will also send out an email to the Board for approval when she and Megan have finished.

President's Report: **Simone** moved to approve President's Report. **Corey** seconded the motion. The motion was approved unanimously.

Committee Reports: The Membership Committee- Corey and Jill will speak offline.

Jill asked that a budget item be added to the new budget for Tourism.