



**PASS**  
**Board of Directors Meeting**  
September 11, 2014 - Teleconference

**Attendees:** Thomas LaRock, Adam Jorgensen, Denise McInerney, Wendy Pastrick, James Rowland-Jones, Sri Sridharan, Tim Ford, Amy Lewis, Jen Stirrup, Sanjay Mishra, Jennifer Moser

**Not in Attendance:** Bill Graziano

**PASSHQ Attendees:** Judy Christianson, Craig Ellis, Amy Lofstrom, Janice Simpson, Vicki Van Damme

**Agenda for Discussion:**

1. **Microsoft Board member appointment**
2. **Vote on August Board meeting minutes**
3. **ExecCo visit to HQ**
4. **BAC update**
5. **IT projects update**
6. **Budget guidelines document**

**Meeting Minutes**

Adam Jorgensen welcomed the Board to the meeting.

1. **Microsoft Board member appointment**

Jennifer Moser officially introduced Sanjay Mishra as the new Microsoft appointed Board member who will replace Olivier Matrat. Sanjay is part of the Azure Cat team at Microsoft. The Board welcomed Sanjay.

2. **Vote on August Board minutes**

**Motion:** I motion to approve the August Board meeting minutes that were sent to the Board on September 8, 2014.

Motion: Adam Jorgensen  
Second: Wendy Pastrick

|                     |         |
|---------------------|---------|
| Thomas LaRock       | Yes     |
| Denise McInerney    | Yes     |
| Bill Graziano       | Absent  |
| James Rowland-Jones | Yes     |
| Sri Sridharan       | Yes     |
| Tim Ford            | Yes     |
| Amy Lewis           | Yes     |
| Jen Stirrup         | Yes     |
| Sanjay Mishra       | Abstain |
| Jennifer Moser      | Yes     |

**Motion passed (10 yes, 0 no, 1 abstain and 1 did not vote).**

3. **Executive visit to PASSHQ**

Adam informed the Board that the Executive will be having in-person meetings at PASSHQ on September 29 & 30, 2014. He asked the Board to submit anything they would like discussed at those meetings to the ExecCo to be sure it makes the agenda.

#### **4. BAC Update**

Denise opened the presentation by letting the Board know that the BAC committee achieved a very important milestone in planning for BAC 2015. Program committee meetings commenced on September 3, 2014. The formed program committee will be taking over BAC program execution and is aiming to launch the initial portion of the program by October 31, 2014. The participants of the committee from the Board & HQ are Amy Lewis, Jen Stirrup, Amy Lofstrom and Emilija Dufresne. Community members are Rob Collie, Lynn Langit, Michelle Ufford, and Jen Underwood and from Microsoft they are Miguel Martinez and Marc Reguera. There will not be a call for community speakers; getting the right program is key so we will be doing 100% invitation for speakers. We are also trying to reach a new community of individuals. We want to be sure we have the right messaging for our current membership so a blog post will go out to explaining that the speakers for the conference will be handpicked to bring the highest quality experience to attendees.

Sri Sridharan wanted to add that he is not in favour of 100% invited targeted speakers.

Denise updated the Board further on BAC 2015 registration and sponsorship; including the targeted numbers, the revised pricing, and planned registration launch dates. A sales consultant will be brought in to support strategy and that will be someone who is experienced in this space. Denise closed by updating the Board on next steps and timeline including targeted registrations & website launch, committees focus turning to community development, initial program launch dates and launch of sales dates.

#### **5. IT Projects Update**

Vicki Van Damme, PASS HQ gave a quick overview of the projects since the last update and reviewed projects for prioritization that have been scoped. Some projects will take us to the end of the year, however there may be some IT capacity post-Summit if anyone has a scoped project IT request to submit.

#### **6. Budget Guidelines document**

Adam reminded the Board to have their budget guideline document back in to him and Sandy Cherry, PASSHQ. The document is a living document about your portfolio and how you make decisions about your budget. For the purpose of new Board members its critical to have it kept up to date.

Amy Lewis updated the Board that the Summit schedule will go out next week with the schedule builder announcement. Jennifer Moser commented on how much time, work and effort goes into the process of the Summit schedule. She thanked everyone on the programs committee for their hard work and effort.

#### **Next Meeting**

**The next Board meeting will be by teleconference at 2:00pm Pacific on October 9, 2014.**

The meeting was adjourned at 2:40pm Pacific Time.