



Board of Directors Meeting

Teleconference

September 12, 2019

Attendees: Wendy Pastrick, Tim Ford, John Martin, Diego Nogare, Roberto Fonseca, Lori Edwards, Jennifer Moser, Chris Yates, Asad Khan, Ramnik Gulati

Not in Attendance: Grant Fritchey, Adam Jorgensen, Chris Woodruff, Judy Christianson

PASSHQ Attendees: Craig Ellis, Janice Simpson, Vicki Van Damme, Sonya Waitman, Avalon Bourne, Jennifer Brandon, Amanda Martin

Quorum was achieved.

Agenda for Discussion:

1. Approval of August Board Meeting Minutes – Tim
2. Board Activities – Wendy
3. Vote on Nominations Committee Composition – John
4. Elections Update – John
5. Summit Update – Sonya/Jennifer
 - o Announcing Houston 2020
 - o Social media support for the blog (Jennifer will send messaging)
6. Summary of Working Groups – Sonya/Vicki/Amanda/Avalon

1. Vote to Approve August Board Meeting Minutes

Tim Ford confirmed that everyone was ready to vote on the August Board meeting minutes.

Motion: I move to approve the August Board meeting minutes that were sent to the Board on September 3, 2019.

Motion: Tim Ford
Second: John Martin

Grant Fritchey	Absent
Wendy Patrick	Abstain
Adam Jorgensen	Absent
Chris Yates	Yes
Diego Nogare	Yes
Lori Edwards	Yes
Roberto Fonseca	Yes
Jennifer Moser	Yes
Asad Khan	Yes
Ramnik Gulati	Absent

Motion Passed (8 yes, 0 no, 1 abstain, 3 absent)

Ramnik Gulati joined at 12:03pm.

2. Board Activities

Wendy Pastrick asked if there were any Board members with upcoming paid speaking opportunities. No activities were declared.

3. Vote to Approve Nominations Committee Composition

John Martin confirmed that everyone was ready to vote on the composition of the Nominations Committee (NomCom) as recommended by the PASS Executive and NomCom Chair on September 11, 2019.

Motion: I move to approve the composition of the 2019/2020 Nominations Committee as recommended to the Board with myself, John Martin, as Chair, Lori Edwards, Erin Stellato, Allen White, and Joshua Higginbotham.

Motion: John Martin
Second: Roberto Fonseca

Grant Fritchey	Absent
Wendy Pastrick	Yes
Adam Jorgensen	Absent
Tim Ford	Yes
Chris Yates	Yes
Diego Nogare	Yes
Lori Edwards	Yes
Jennifer Moser	Yes
Asad Khan	Yes
Ramnik Gulati	Absent

Motion Passed (9 yes, 0 no, 0 abstain, 3 absent)

Wendy expressed that the Board would have liked to have seen more global representation within the Nominations Committee. John agreed and mentioned the gender balance of this committee was good, and that global representation will be something to take into consideration for next year.

4. Elections Update

John gave an update on the upcoming PASS Board election. The NomCom for 2019/2020 has been confirmed and will be kept NDA until the official announcement on Friday, September 13, 2019. Governance will be notifying the successful and unsuccessful candidates.

John reminded the Board that the NomCom will be serving a year-long term going forward and will be called upon within that term should there be a need for Board appointments.

John referenced the election documents that were sent to the Board on August 18th, noting that the documents are posted on the NomCom webpage and provide information and resources on running for the PASS Board of Directors. Posting these documents in advance of the election is in response to feedback

from the community that they would like more time to review the application process and to prepare their applications. John added that the date for applications has been announced much earlier this year.

John spoke to the Board about candidate recruitment and asked the Board to continue their efforts, reminding them to think about geographical representation. The Board discussed recruitment, outreach efforts overall, and potential candidates.

Jennifer Moser asked about the process for recruitment for Board advisors and will follow up directly with the Executive Committee.

John thanked everyone for their support.

5. Summit Update

Sonya Waitman, PASSHQ, gave an overview of current PASS Summit marketing efforts.

Sonya reminded the Board that a scheduled price bump for PASS Summit would take place on Friday, September 13th, and requested the Board's assistance with social media support to drive targets.

Tim requested that the Board continue to participate in conversations across social media to engage the community.

Sonya gave an update on upcoming PASS Summit announcements, including the switch at PASS Summit from a pastry breakfast to a Starbucks gift card. Sonya added that there will also be an announcement about Microsoft's presence at PASS Summit.

Sonya also gave an update on the announcement of the change of location for PASS Summit to Houston in 2020. Messaging regarding this change is being developed and will be sent to the Board prior to the announcement to the community.

The Board had a discussion on the messaging around this announcement.

6. Summary of Working Groups

Sponsorship Working Group

Sonya reminded the Board of the recent revamp and changes made to the working groups that was communicated by email on September 4, 2019. The working groups are meant to be adaptable in supporting the needs of PASS, and the need for a Sponsorship working group has lessened, while the need for a working group focused on understanding the needs of the community has emerged. The Sponsorship working group has been disbanded and a Research and Engagement working group has been created. Chris Yates, Diego Nogare, Jennifer Moser, and Lori Edwards will serve on this working group.

Sonya thanked those who had served on the Sponsorship working group and encouraged everyone to continue to reach out with ideas and suggestions related to sponsorship.

Educational Content Working Group

Vicki Van Damme, PASSHQ, gave an update on recent activities of the Educational Content working group. The working group has been supporting program content for PASS Summit and is now wrapping up.

Vicki thanked everyone who had served on the Educational Content working group for their help and participation

Community Working Group

Amanda Martin, PASSHQ, gave an update on recent activities of the Community Working Group.

The working group is focused on the revamping of the regional mentor program leading up to PASS Summit and beyond.

Governance Working Group

Avalon Bourne, PASSHQ, gave an update on the recent activities of the Governance Working Group.

Avalon informed the Board that a community webinar will be held on Thursday, September 26 focused on the importance of running for the PASS Board of Directors. John and Chris will be speaking to the elections process, benefits of serving as a PASS Board member, and the value of serving on the PASS Board.

Avalon encouraged all Board members to attend, and a calendar invite with details will be sent out with more information.

The meeting adjourned at 12:46pm Pacific Time.

Next Board meeting

The next Board meeting will be by teleconference on October 10, 2019 at 12:00pm Pacific Time.