



Society for
Technical
Communication

Society for Technical Communication

Board of Directors Meeting Summary

Conference Call

12 March 2013 12:30 PM – 2:00 PM EDT

Attendees

Board

- Alan Houser, President
- Nicky Bleiel, Vice President
- Aiessa Moyna, Treasurer
- Hillary Hart, Immediate Past President
- Bernard Aschwanden, Director
- Ray Gallon, Director
- Rich Maggiani, Director
- Tricia Spayer, Director

Office

- Greg Larsen, Deputy Executive Director
- Lloyd Tucker, Deputy Executive Director
- Steve Skojec, Director of Community Relations
- Liz Pohland, Director of Publications

Call to Order

Mr. Houser called the meeting to order at 12:31 PM EDT (GMT -4:00).

Agenda is approved.

Consent Agenda

- Approval of 2013 February 12 board meeting minutes and summary

It was requested that we move the consent agenda item to the regular agenda.

A motion was made to approve the February 2013 board meeting minutes and summary with minor housekeeping changes. The motion was seconded. The motion carried.

Agenda Items

- Call to order and consent agenda (5 minutes)
- Advisory Council – Lloyd Tucker (20 minutes)
- Strategic Alliance Task Force – Ray Gallon (20 minutes)
- STCCC budget and finances – Aiessa Moyna (30 minutes)
- Executive Director search update – Nicky Bleiel (5 minutes)

Advisory Council

Mr. Tucker provided several documents to the board for review, including a draft charter of the Advisory Council. The draft charter outlines items such as general function, membership, and mode of operation of the Advisory Council.

A motion was made that the board support the society in executing an Advisory Council, as described in the description provided by Lloyd Tucker, with a program launch at the 2013 STC Summit in Atlanta. The motion was seconded. The motion carried.

Strategic Alliance Task Force

Mr. Gallon described his ideas for strategic alliances with other groups. We want to form alliances in our field of understanding, but have outreach and interaction with other groups as well. Mr. Gallon plans to contact Mr. W.C. Wiese about some previous work he did with strategic alliances.

Treasurer's Report and STCCC Budget and Finances

Ms. Moyna explored finances related to the STCCC. The goal is to have the commission be self-funded. The STCCC budget was reviewed and approved through the end of May 2013.

A motion was made to approve a variance to the original 2013 STC budget for a suspension of staff overhead charges to the STCCC from Feb. to May 2013. The motion was seconded. The motion carried.

Ms. Moyna discussed increasing the STCCC line of credit to cover the commission's spending through the end of May.

A motion was made to increase the STCCC line of credit. The motion was seconded. The motion carried.

There was further discussion about a follow-up meeting of the STCCC Board to discuss STCCC governance.

Executive Director Search Update

Ms. Bleiel updated the board on the search for the new Executive Director. Plans are still in place to have someone hired by the 2013 STC Summit in May.

Adjournment

Mr. Houser adjourned the meeting at 2:09 PM EDT (GMT -4:00).