

**Minutes**  
PermitTechNation Monthly Teleconference  
July 26, 2018

- I. The July 26, 2018, PTN monthly teleconference meeting was called to order at 11:02AM CST by President Carey Frazier. Members present: Dawn Neil, NJ; Tamara Hagerman, KS; Carey Frazier, TX; Tiffany Parsons KS; Jack Applegate, OR; Jesse Sorensen, CO; Michele Miller, WA; Jill Stone, CO; Bobbie Jo Keel, FL; Bobbi Kaufman, ID; Kim McReynolds, GA; and Eirene Knott, KS.
- II. President Frazier asked for review/corrections of the May 17, 2018 minutes. Michele Miller moved and Bobbie Jo seconded a motion to approve the minutes. Motion carried.
- III. Treasurer's report
  - A. Report from June 2018 motion to accept the treasurer's reports made by Michele Miller and seconded by Jessie Sorenson. Motion to accept the treasurers report carried
- IV. News, Announcements, Reminders...
  - A. 2018 ICC ABM – Still waiting for the information to be made available on the ICC Website. PTN will host a round table at the ABM.
- V. Committee Reports
  - A. Bylaws – Kecia Lara / Tamara H / Robyn Harp – No report.
  - B. Education – Jessie S / Jammie Newsome / Tiffany Little – Dawn gave an update.
    1. Code Specialist Class – 9 participants were at the class. We didn't cover the expenses. PTN will be sending survey to the participants for input.
    2. Rhode Island – PTN helping with this, have 41 registered. Still need code books.
  - C. Finance and Auditing – April Shrader / Janie Morales / Brooke Cooper – no report.
  - D. Membership – Brenda Sirkis / Dawn Neil / Cindi Somers – still working on membership drive.
- VI. Old Business
  - A. Mentorship –asked for update on John Darnall. Doing better, starting to drive
  - B. 2018 PTN ABM – budget & disbursement. Assist/distribute president's benefit. How to create a system to help more members attend ABM.
  - C. 2018 PTN Booth – basic colors.
  - D. 2018 Pin/Bags – Tiffany had designed a pin for this year. Dawn moved and Bobbie seconded a motion to go ahead with the pins and bags.
  - E. Swag bag – Michele has a bag with the logo, one color, our logo is multi colored. Discussion on how to use our logo with the bags.
  - F. Volunteer Sign up – via MemberPlanet. Dawn would check into this. Land's End send link out for shirts.
- VII. New Business
  - A. ICC – new recruitment video out.
  - B. Fall Class – new topics to check on.

1. SFR – Application to Occupancy. Feedback maybe emphasis front counter needs more.
  2. Feeds for class – double check on costs to host.
- C. PToFY. Received some nominations and voting will start soon.

VIII. Open Floor –

1. Habitat 4 Humanity – Eirene no builds probably stores
2. Jill draft on disaster relief. Send latest draft out to Chapters for any input.
3. Kim McReynolds, GA asked for contact information (website)

IX. Next Meeting – August 16, 2018

- X. Adjournment – Jessie Sorenson moved and Dawn Neil/Michele Miller seconded a motion to adjourn the meeting at 11:50am CST; motion carries.

Respectfully submitted by:  
Tamara Hagerman, CPT  
Secretary, PermitTechNation  
City of Baldwin City, KS