

Minutes

PermitTechNation Annual Business Meeting and Elections October 20, 2019

- I. Pledge of Allegiance

- II. The October 20, 2019 PTN Annual Business meeting was called to order at 11:07am PST by President Michele Miller. Members present: Michele Miller, WA; Tamara Hagerman, KS; Dawn Neil, NJ; Carey Frazier, TX; Cindi Somers, WA; Jessica Sorensen, CO; Erin Scharf, WI; Jammie Newsome, GA; Kecia Lara, TX; Leslie Carpenter, CO; Michele Linbarger, WA; Brooke Cooper, OR; Serena Locke, OR; Rick Hauffe, ICC; Jim Sayers, ICC BOD; Jim Brown, ICC BOD; Shirley Ellis, ICC BOD

- III. 2019-2020 Officers/Board of Directors
 1. Elections – The Nominating Committee presented the panel of nominees.
President – Michele Miller, Washington
Vice President – Jessica Sorensen, Colorado

Kecia Lara moved and Serena Locke seconded a motion to close nominations for the Officers. The Motion carried.

Kecia Lara moved and Bobbi Kaufman seconded a motion to approve the slate of Officers as presented by the nominating committee. The Motion carried.

The Nominating Committee presented the slate for Board of Directors
3 year Term BOD – Tiffany Little, Oregon
3 year Term BOD – Bobbi Kaufman, Idaho
3 year Term BOD – Michele Linbarger, Washington

Dawn Neil moved and Kecia Lara seconded a motion to close the nominations for Board of Directors. The Motion carried.

Dawn Neil moved and Brooke Cooper seconded a motion to approved the slate of directors. The Motion carried.
 2. Induction of Officers – Conducted by Shirley Muns Ellis and Jim Brown, ICC Board of Directors. Jim Brown challenged PTN to provide candidates for consideration on the awards

3. New President – Appointing of Board of Directors Chairs
 - a. Board of Directors Open Positions
Expiring: Dawn Neil, Cindi Somers, Tiffany Little
 - b. The Nominating Committee presented the slate for Board of Directors
3 year Term BOD – Tiffany Little, Oregon
3 year Term BOD – Bobbi Kaufman, Idaho
3 year Term BOD – Michele Linbarger, Washington

Dawn Neil moved and Kecia Lara seconded a motion to close the nominations for Board of Directors. The Motion carried.

Dawn Neil moved and Brooke Cooper seconded a motion to approved the slate of directors. The Motion carried.

- c. New committee appointments
 1. By-Laws: Tamara Hagerman, Chair, Bobbie Jo Keel, Bobbi Kaufman
 2. Education: Jessica Sorensen, Chair; Cindi Somers, Serena Locke
 3. F & A: Michele Miller, Chair; Jammie Newsome, Kecia Lara
 4. Membership/Noms: Carey Frazier, chair; Dawn Neil, Michele Linbarger

IV. Minutes – September 18, 2019 Monthly Teleconference

Jessica Sorensen moved and KC seconded the motion to approve the minutes. The motion carried.

V. Treasurer's Report – Audit will be completed by Michele Miller, Carey Frazier, Bobbie Jo Keel.

1. Balances from year end – 10/15/18 \$ 9,145.23 to 10/07/19 \$ 16,582.21.

VI. Committee Reports –

1. By-Laws: Tamara, Bobby and Bobbie Jo: see under Old Business
2. Education: Jessica, Jammie and Tiffany
 - a. The November classes have been advertising. Glen Matthewson is the instructor.
3. Finance & Auditing – Michele, Carey, and Bobbie Jo – will review and present at the next meeting
4. Membership/Nominations – Dawn, Carey and Erin
 - a. KCMAPT – received their renewal payment
 - b. PTN Membership list is attached
 - c. Member Email list is attached
 - d. National Email list is attached

- e. Carey spoke regarding the issues with the chapter feeling comfortable in sending a letter of candidate acknowledgement to the ICC Nominations committee. The chapter declined to send any letters in support for candidates in 2019. The hope was PTN would have some type of system in place they were comfortable with in approaching how a letter of support was determined.

VII. Old Business

- 1. Volunteers for Upcoming Year
 - a. Mentoring 2019 Recipient of PT Cert Exam Reference Materials. It was decided the mentor should be present at the presentation Monday 5p-7p in the ICC Booth area to meet with the winner/supervisor of winner to coordinate.
 - b. 2020 Expo Chair/Committee – Leslie Carpenter, CO volunteered to chair. Cindi, Jessie and Tiffany will also be part of the committee
 - c. H4H Coordinator – Cindi will mentor someone to assume the reins, Michele Linbarger volunteered.
- 2. Bylaws Revision Adopted February 2, 2019. Move to new business

VIII. New Business

- 1. ICC BOD Comments – David Spencer suggested we host a PT shadow at the next ICC ABM.
- 2. Incoming President Remarks – Michele thanked everyone for making time to keep PTN gong, shows commitment especially for those using personal time. Grateful to serve PTN for another term.
- 3. Honorary Members –
 - a. Region II for their dedication to promoting Permit Technicians.
- 4. Presentation of Permit Tech of the Year
 - a. Cindi Somers, Washington(ret) for her years of self-less dedication to promoting the profile of the Permit Technician and sharing her wealth of knowledge and joy in being a PT.
- 5. Bylaws –
 - a. Review – Membership Tiers-short discussion on creating additional tiers or refining current ones.

Carey moved and Dawn seconded a motion for the by-law committee to bring back to the members a proposal.
 - b. Past President's Committee – Create a committee supporting incoming officers and continue working on President's ideas. Give committee one vote.

Carey moved and Dawn seconded a motion to have the by-law committee create language to create a Past President Committee. The motion carried.

- IX. Open Floor –
- a. Rich Hauffe, ICC Govt Liaison; spoke. He was extremely proud of PTN and how they have raised the profile inside ICC. He reminded us it's important to stay current, generate enthusiasm, be original. Be more tech savvy like the Emerging Leaders group like Live web casts.
 - b. Cindi noted two new PT chapters WYAPT AND Idaho, Building Safety Ad-hoc committee, Delegate photos PTN will be close to the end. Thank you to Michele for stepping up and mentoring the PT Code book winner.
 - c. Dawn wanted to thank Jessie and Michele for continuing their leadership and thank you to all the new & old faces.
- X. Next Teleconference – Wednesday, November 20, 2019
- XI. Adjourn – KC moved and Dawn seconded a motion to adjourn. 12.49pm PST.

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