



**PSM Board of Directors  
Meeting Minutes  
Friday, February 16, 2024 at 8:30am via Google Meets**

**Present: Lauren Dougherty, Richard Lichenstein, Thomas Manion, Melanie Shapiro, Joyce Williams,**

**Absent: Donna Bliz, Kathy Hensler, Thomas Manion, Nicole Sealfon**

- I. President's Report (Tom)
  - a. Board Member Recruitment- Have met with one person that has expressed an interest in the PSM Board. She has joined PSM and has had several discussions and email communications. She is currently exploring any conflicts of interest from her employer.
  - b. Budget FY 25 – Has been submitted.
  - c. Scholarships – Google form has been completed. Will be shared via website and PSM Membership Message.
  - d. Website upgrade to add additional videos. – Everyone supported the cost if it is reasonable and within budget.
  - e. Treasurer Kathy is unable to attend. The balance in the account is \$3556.74.
  
- II. Directors Report (LaToya)
  - a. Annual Meeting Planning
    - i. Purpose/Theme of meeting - NEED TO IDENTIFY A THEME
    - ii. Date of Meeting – Wednesday May 22, 2024, 10:00 - Noon
    - iii. Length of meeting – About 2 hours. Morning preferred.
    - iv. Topics of meeting – Identify the topic with the highest strength – Data to Action Series. Highlights review the concept. Lead back to the mission of the organization. Website log in to track membership. Pull information from evaluations/presenter slides. Legislative updates.
    - v. Virtual or In Person Meeting – Virtual create polls to keep people engaged and gather information for participants.
  
- III. Next Steps – Outline for the Annual Meeting. Create a theme and Flier. Email last year's save the date flier.
  
- IV. Adjourn