Pennsylvania Technology Student Association and Foundation, Inc
Learning to Live in a Technical World

Incorporated 2004

Board of Directors Meeting
Agenda for
January 11th, 2025
Meeting via Zoom Link: Called to order at 9:00 am by President Josclyn Long.

1. Welcome

2. Roll Call

President: Josclyn Long	**President Elect**: Molly Miller	**Executive Director**: Jason Kofmehl
Secretary: Josh Pennington	**Treasurer**: Sarah Kline	**Technology Director**: Diana Rickert
State Conf: Lauren Lapinski	**PA Dept of Ed**: Brandt Hutzel	**SOT Advisor**: Marie Leatherman
Alumni: Ryan Ferry	**Foundation**: Mike Flowers	**Outgoing Secretary**: Judy Hawthorne

Regional Representatives:

Catherine Parks	Bob Dwyer	Jon Jarrett
Matt Rimby	Matthew Kline	
Clint Rickert	Tim Linkenheimer	

3. Reorganization - **motion to approve Josh Pennington as secretary, effective immediately. Motion: Clint Rickert Second: Matt Rimby Vote Passes Unanimously**

4. Meeting Announcements
    a. State Officer Team will join via Zoom at 11:00

5. Adjourn for Committee Meetings (if needed)

6. Minutes Fall 2024
   Motion to approve the minutes: Sarah Kline, Second Bob Dwyer.
   Jon Jarrett notes Region 7 Regional Conference is Feb 1, not Feb 3.
   Motion Carries unanimous approval with the change made.

7. Treasurer's Report (File for Audit) Sarah Kline
    a. W9 - *reflects money moved into foundation at summer meeting. Transactions and budgets are shown as well as all accounts under PNC Bank. Sarah completed an insurance audit with our policies. Our rates look like they are optimal, and Sarah has the accounts streamlined.*

b. Charitable Organization - *Worked with CPA. We have the charitable organization certificate and the W9 both updated. Looking into the ACS Donation process… maybe need to review the info listed on the website for charitable donations. Make the process for chapters more clear. Also working on tax exempt status. Tracking down money at PDE, Jason is looking into.*
c. Reimbursement for Travel is now $.70 per mile

8. Regional Reports
    a. Region 1/6 - Tim Linkenheimer and Jim Hausmen
    Registration closed. Enrollment R1: 310 R6: 246
    b. Region 2 - Molly Miller
    Utilizing the States submission system for regional conference. Reg closes 1/13
    c. Region 3 - Bob Dwyer
    Regionals at MVMS. Moved up the conference by 2 weeks. Shows increase in numbers.
    d. Region 4 - Inactive
    e. Region 5 - Clint Rickert
    Held kickoff meeting 10/1. 117 students; higher numbers than previous. Moved to Pennbrook.
    f. Region 7 - Jon Jarrett
    Added a few schools. Changing venue to Warrior Run. Feb 1 regional date
    g. Region 8 - Matt Kline
    Conference Feb 1. Registration closes Friday 1/17. No major enrollment change. Cambria Heights hosting, possible change in venue next year. Concern on hotel reservation turnaround on March 1.
    h. Region 9 - Matt Rimbey
    Conference is Jan 25. Gained at both levels. Registration Closed.

    Motion to approve regional reports: Motion: Josh Pennington Second: Tim Linkenheimer
    Motion Passes.

9. Team Reports
    a. State Officer Advisor - Marie Leatherman
    SOT Cabin trip. State Conference planning, Capital Leadership Forum attendance, supporting committees and initiatives. One bylaw and 4 proposals for Winter meetings. Planning for going out to the regional conference. Have pin winners pins made. 1st Virtual Chapter Rep January 17 at 4:30.
    b. SOT - Will Reisner and State Officers (joining at 11:00 am)
    National Service: *Fundraising efforts supporting chapters. Cooperative online fundraising, and planned chapter fundraising subcommittee. Slide shows for conferences updated.*
    CAPC: *Regional Recap and Regional Vlog. Promotional videos and committee spotlights. Inclusivity: Membership uptick. STEAM Spotlights. Regional Resources google form to help schools that may be under-resourced.*
    CSAC: *Gaming related special interest sessions. Looking to make more popular sessions.*
    BARC: *Bylaw presentation to follow.*
    Parli Pro: *Study materials and special interest session.*

    SOT Proposals:
        1. **Online Merchandise** - *Website for students to purchase PA TSA Merch. Asking to add a page to the PATSA website with the store. Selling shirts. Looking at the Nationals*

TSA merch page as inspiration.   Look for an outside producer that we can sell by link and ship directly… no student involvement. Work with Ms. Kline and Ms. Rickert.

2. **Campaign Proposal** - *Because we see an increase in candidates, group would like to be able to start campaigning earlier. Ability to campaign on social media beforehand and engage. Allows non-delegate members to view as well. Allows time for feedback on initiatives. Virtual meeting to go over rules beforehand or a document that goes over the rules.   Concerns about opening candidates up to scrutiny on social media, or PATSA open to content from members that could be unprofessional. Concerns about students getting more exposure than others and level playing field. Concerns about taking away time from events for 2 weeks before the conference. We can possibly allow for questions and pictures, or initiatives but they must be in a standard format so that it doesn't take away from the appearance of our social media content.*

3. **Name Pronunciation -** *Want to address the way students with uncommon names are addressed at the awards ceremony and other places. Want to include phonetic spellings to improve pronunciation for ethnic diverse students. Possible to add to registration but no promises, knowing the pronunciations of all student names is a lot to ask of the volunteers, we understand that names are important and we will see what we can do to improve it.*

4. **Special Needs Tech. Challenge -** *TSA simulation event that promotes STEM or STEAM learning for special needs students that connects to the year's theme. Allow TSA chapters to share an event with special needs programs at their school… Teachers allow special needs students to register in the competition. Submitted via google form. Certificates for the winners in several categories. Suggested to change to TSA students can choose to help any population as community outreach with technology, not only targeting life skills or special needs. We want to be sensitive to how we interact so that we show students in a good light vs. looking like we are "using" a population for an event or publicity.*

5. **Bylaw Amendment** - *to alter the number of votes instead of 2 delegates, increasing the votes that chapters get based upon the number of members in the chapters. Concerns of giving more power to bigger chapters because it creates a divide between chapters. We also water down competition by chapters bringing more kids just to try to get more votes. General feeling that the board does not support this change, and does not wish to move this forward at this time.*
   Motion by the State Officer Team to present this bylaw to the General Assembly. Board voted unanimously to deny presentation to membership.

c. [State Conference](#) - Lauren Lapinski
Event list is posted. Electronic registration form by Vail. Hotel rates are very similar. Medals seemed to work fine, working with vendors. Logo Design stuff is linked in the report as well as feedback. Beginning biweekly meetings. Update events and judging letters. Chris Miller steps away from conference and working on technology and general session production.

d. [Technology](#) - Diana Rickert
Website updates such as ACS. Creation of new email accounts and removing some extraneous email accounts.

10. Committee Reports
    a. [Communication](#) - Jason Kofmehl
    Mostly status quo. Discord naming conventions need to be checked into.

b. [Scholarship](#) - Molly Miller
Putting in place changes that were made previously. Seeing more applicants.
c. Bylaws - Jason Kofmehl
   i. *Policy Update - see Executive Director Report*

d. Finance - Sarah Kline
Nothing additional beyond the treasurer's report.
e. Redistricting - Jason Kofmehl/Jocelyn Long
   i. *See Region 5 Report. No proposal thus far. Discussion on size of regions and incentives to join TSA.*
f. Leadership Conference - Jason Kofmehl
Maintaining student sessions at state conference.

Motion to accept committee reports. Motion: Diana Rickert. Second Bob Dwyer. Motion Passes.

11. Advisory Reports
   a. Foundation - Mike Flowers (See attachments)
      i. [PA-TSA Foundation Account Summary](#)
      ii. [PA-TSA Foundation Report](#)
      iii. [Scholarship Fund](#)
      iv. [Region 2](#)
      v. [General Funds](#)
      vi. [Technology](#)
      vii. [HIGH Grant](#)
   b. Alumni - Ryan Ferry
   Continue to implement the judging portal as requested, and how to move forward with the registration system. Happy to help with anything else needed.
   c. [PDE](#) - Brandt Hutzel
   Take advantage of forward to 50. Nomination forms for advisor of the year MS and HS. PA TSA Coordinator of the Year. Negotiating rates for Nationals for the next 4 years.
   d. National TSA
   Discussing host cities and themes as well as hotel rates for the next 4 years. Interest in the possibility of hosting a National Conference in a PA location.

   Approval of Advisory Reports. Motion: Matt Kline Second: Tim Linkenheimer Motion Passes.

12. Corporate Member Report
No Report

13. [Executive Director Report](#) - Jason Kofmehl
Helping CTSO and State Conference meeting attendance. Slight updates of the rulebook, cut PA Robotics. Battling Bots and Sky Eagle updates added. Working on transition plans so that we have access to everyone's work in the event of issues or emergencies, access to crucial systems.

Motion to approve the access to crucial systems policy as presented by the executive director. Motion: Josh Pennington Second: Bob Dwyer. Discussion: *Clarify IT/Security Department responsibilities to Technology Director. Clarify Board Chair or Governance Representative to Board*

President or their designee. Changes were mutually agreed upon by Executive Director. **Motion Passes.**

14. Executive Committee - Jocelyn Long
    a. Donation to the Greg Lapinski Memorial Scholarship
    Looking for discussion or guidance on amounts of possible scholarship. Realignment within the president's budget to accommodate the funds.

15. Old Business - No Business

16. New Business
    a. Appointed Positions (every year, open nomination, take office July 1)
        i. State Conference Director - Lauren Lapinski
        Motion to open nominations. No further nominations.
        ii. State Officer Advisor - Marie Leatherman
        Motion to open nominations. No further nominations.
        iii. Technology Director - Diana Rickert
        Motion to open nominations. No further nominations.

        Seeing no further nominations, **President appoints the above designees to resume their position for the following year taking office on July 1st.**

17. Comments, Concerns, and Questions for the greater good of the organization
    a. Timing of Board meetings
        i. Summer Board Meeting - July 14th, 2025, Mountain View Middle School
        ii. Winter Board Meeting - January 10th, 2026, TBD
    Discussion of possibly moving around the timing or structure of the board meetings. Decision to create a poll that will take stock of everyone's schedule and we will use that info to create future meeting times and dates.
    b. Setting up biweekly meetings between Jason and Lauren, will discuss and communicate out to the board. Look to begin by early February.
    c. Request to update the banners to the current logo design in iServices. Looking into how to fix it on the back end of the program.

Future Dates
Regional Conferences
- Region 1/6 - January 25th, 2025 - Blackhawk High School
- Region 2 - January 25th, 2025 - Conestoga Valley High School
- Region 3 – January 18th, 2025 - Mountain View
- Region 4 - Inactive
- Region 5 - January 18th, 2025 - Pennbrook Middle School
- Region 7 – February 1st, 2025 – Muncy Jr/Sr HS
- Region 8 - February 1st, 2025 - Cambria Heights HS, Patton
- Region 9 - January 25th, 2025 Stroudsburg Jr High School

State Conference Dates
- April 23 - 26, 2025; Seven Springs Resort, Seven Springs PA
- April 15 - 18, 2026; Seven Springs Resort, Seven Springs PA

National Conference Dates
- June 27 - July 1, 2025; Gaylord Opryland Resort & Conference Center, Nashville TN
- June 22 - 26th, 2026; Gaylord National Harbor Resort & Convention Center, Washington DC

Motion to adjourn: Motion: Molly Miller Second: Sarah Kline Motion Passes Unanimously.
Meeting adjourns at 12:25 PM on 1/11/25 to reconvene at the PA State Conference.