

PACJE Executive Board Meeting Minutes
Annual PACJE Conference, Penn State, Harrisburg (4/7/06-4/8/06)

Present at Executive Board Meeting:

Jim Ruiz	Immediate Past President
Barbara Sims	President
Debra Heath-Thornton	First Vice President
Carolyn Field	Secretary
Walter Broughton	Treasurer
Larry Rosenberg	Historian
Karen Weston	Outgoing Secretary/Treasurer
Michael McSkimming	Northwest Regional Director
Vincent Miles	Southeast Regional Director
Ralph Rojas	Board Member

-Barbara Sims began the meeting by thanking Immediate Past President Jim Ruiz for all his hard work.

-Karen Weston gave her outgoing Treasurer's Report indicating the following points of information:

- we currently hold a checking account at National City Bank
 - Karen warned us we may want to consider changing banks since there is now a \$5.95 fee per month with our account due to the use of electronic checks
- Currently we hold \$3548.41 in the PACJE account (before conference day deposits)
- Karen handed over the Treasurer materials to Walter but agreed to make the conference day deposits
- Karen agreed to deposit the cash and checks gathered at the conference
 - Karen counted and Carolyn recounted the conference money collected
 - checks received at conference site totaled \$1435.00
 - cash received totaled \$95.00 (which included another \$250 which was given out in cash for student paper competition awards)
 - overall, \$1530.00 will be deposited into the account by Karen after the 2006 conference day

-Barbara requests an official Treasurer's report be given by mid June to the Executive Board members.

-Barbara suggests that the past Executive Board members should be given certificates of appreciation.

-Barbara asks the Secretary, Carolyn Field to update the PACJE e-mail list. Debra will e-mail Carolyn the current list for her to verify and update.

-Barbara would like to start a membership drive so we can further our membership numbers. She suggests we form a committee to spearhead the drive. Everyone agreed with her suggestion.

-Barbara brought up the issue of filing for tax exemption as a non-profit association. She asked Larry for the history on this and he replied that we have never filed for this in our past as far as he knows. Larry explained that PACJE has a tax I.D. number, but that is not the same thing as being tax exempt by federal regulations. We all agree that Barbara and Walter should look into this issue further as we need to file for tax exemption officially ASAP.

- Barbara asked Larry Rosenberg to be our Historian and he agreed to do so.

-Barbara brought to our attention that the PACJE Constitution has not yet been fully ratified since members of PACJE have not yet been afforded the opportunity to read and vote on the approval of the document. She suggested that we put it up on-line for all members to read and then have them vote on-line. We all agreed that this should be done in the near future.

-Barbara said she will e-mail all PACJE Regional Directors to see whether or not they would like to continue in their posts.

Submitted by Secretary Carolyn Field (4/18/06)