

PFA ANNUAL CONVENTION
Louisville Marriott Downtown Hotel KY
September 1 – 4, 2015

TUESDAY, SEPTEMBER 1, 2015
BUSINESS SESSION 1

The Annual Meeting was called to order at 3:50pm by President Karen Katz in the Salon F-G of the Louisville Marriott Downtown Hotel.

The 2014-2015 Board was introduced:

President	Karen Katz, Phi Delta Epsilon
Past President	Patrick Johanns, Alpha Chi Sigma
Treasurer	Gary Hodge, Phi Chi Theta
Secretary	Lisa Campion, Sigma Alpha
Director	Suzanne Shaffer, Phi Sigma Pi
Director	Andrew Sagan, Phi Alpha Delta
Associate Liaison	Jennifer Lynch, Dallas CVB

Roll call was taken by Secretary Lisa Campion, and a quorum was present with 19/24 fraternities present, making a quorum.

Minutes of the 2014 Annual Meeting, included in the conference folder, were approved as presented.

Officer Reports

- Past President, Patrick Johanns (read by Karen Katz) Patrick sends his regards but cannot attend this year due to his class schedule. As Past President, Patrick helped with both Presidential transitions and also led the nominations committee. Presentation of the slate and election of the 2015-16 PFA Board of Directors will take place tomorrow afternoon during Business Session II.
- President, Karen Katz: In September, I started my term as President-Elect and worked with Jenny to solidify plans for the Louisville Convention. The Leadership Academy committee focused on writing curriculum and later the project was transitioned to Andrew Sagan who did a fantastic job planning the event. With the change that occurred in October, as President, I have worked to transition our new Executive Director, communicated membership information, focused on strategic planning as well as the goals and management of board assignments.
- Treasurer, Gary Hodge: This year as PFA Treasurer, I drafted the PFA joint statement that was sent in December. I worked to secure all PFA funds for the Executive Director transition and participated in the conference calls regarding Board business. I was instrumental in securing the funding for the Leadership Academy at least year's board meeting. I then actively promoted the program with my fraternity and secured scholarship funding to send members.
- Secretary, Lisa Campion: After a successful transition last year, I created a Dropbox folder and acquired numerous files from past Secretaries. I shared this folder with the other board members and executive director so we could have one area where we kept all of our files. After that time, I worked with the board and our attorney to conduct mediation in a professional and proper manner. After finishing the legal matters, I ensured all minutes were updated for the board meetings that occurred since the 2014 Annual Conference. I have enjoyed being the PFA Secretary this year!

- Director, Suzanne Schaffer: This year my efforts were focused on creating foundation standards for campus based Professional Fraternity Councils, helping the board track progress with the 2010 Strategic plan, drafting an online member profile, and reviewing then updating our Policy & Procedures.
- Director, Andrew Sagan: As Chairman of the 2015 Leadership Academy, I helped coordinate our inaugural event. Duties included creating logo/marketing campaign, assisting in the development of curriculum, working with and selecting presenters, coordinating and organizing registrations, providing all attendees with a Certificate of Achievement and pin, and surveying the attendees for feedback. The event was considered a success according to survey results. The helpful feedback will help determine future Leadership Academies. During the last six months, I've assisted our new Executive Director, Ann Devine, with some of the historical and technical aspects of PFA. Helping out with updating forms and general feedback of current issues facing PFA. I have also assisted with the redrafting the Policy and Procedure manual to be more relevant on how PFA conducts business in 2015.
- Associate Liaison, Jenny Lynch: Over the past year, I assisted with logistical planning for first Leadership Academy program in Atlanta and Convention. While in Norfolk, VA, I helped to create content for updated electronic Profile sheet. This was placed on the website for the Directors to complete for Associate Members. Since February, I have assisted with Ann's transition to Executive Director by supporting the offsite events for the Annual PFA Convention. I have also continued my focused efforts on communication prior to the meeting.

Sponsors were thanked! Our sponsors are: Bob Harris, Campus Speak, GEICO, Groot, Herff Jones, Hyatt Hotels & Resorts, James R. Favor and Company, LLC, Louisville Convention and Visitors Bureau, Louisville Marriott Downtown, Visit Baton Rouge

Associate Members in attendance were introduced.

Old Business

- Amendments passed in April 2015:
 - The officers of the Professional Fraternity Association shall be a President, a Vice President, a Secretary and a Treasurer.
 - The fiscal year shall be from January 1 through December 31, inclusive.
 - All officers and directors shall be elected for a term of two years effective with the close of the annual convention at which the elections occur. Officers and directors with the exception of the President shall be eligible for election to the same office for a maximum of two consecutive terms. The President may not be elected two consecutive terms.
 - Duties of the Vice-President. The Vice-President shall perform the duties of the President in the absence or disability of the latter and shall serve as the program chair for the annual convention of the Association.

New Business

- The 2015-2016 Slate can be found in your business meeting document that was given to you at registration. The nominating committee will present the slate in old business at the 2nd business meeting and elections will occur at that time. If the slate is not accepted as presented and nominations occur from the floor, each candidate will have two minutes to speak before a paper ballot counter by President, Karen Katz, and a past president, Bob London.

Announcements

- Executive Director Ann Devine was introduced and made announcements.
- Suzanne Schaffer discussed how to sign up for the various committees, including the ad-hoc constitutional and bylaws committee which will discuss the proposed amendments by Ruth Johnson. The committee will be chaired by Bob London.

Meeting recessed at 4:22 PM.

THURSDAY, SEPTEMBER 3, 2015 BUSINESS SESSION II

The business session opened by President Karen Katz at 8:50 AM.

Roll call was taken by Secretary Lisa Campion and a quorum was present with XX/24 member fraternities present.

Committee Reports

- Budget and Finance – Presented by Gary Hodge.
 - An external audit will be completed by a CPA due to the change in fiscal to calendar year as well as the change in executive directors with a limit of \$750.
 - The financial report of the profit and loss went through October of 2014 to September of 2015. All of the income from the convention happens in one fiscal year, but the expenses would occur in the following year. This shows a valid comparison of a full year of income and expenses. The board decided to be transparent with what a full year of expenses and income looks like as this report typically has not been provided.
 - With leadership academy, there was a ~\$10,000 loss. With anticipated sponsorship for next year and the year after, the board would like to break even with this programming. This was the initial year for the leadership academy.
- Awards Committee – Presented by Karen Katz. Thank you to our awards committee of Joan Rogala, Taylor Deer, Nancy Mancuso and Steve Hartman for their thoughtful consideration of all nominees. We are pleased to announce the following honors being bestowed:
 - Career Achievement Award: Clifford Schechter, Phi Alpha Delta
 - Faculty Award of Excellence: Charlin Jones-Chavez, Phi Sigma Pi
 - Volunteer of the Year: Dr. Saswat Kabisatpathy, Kappa Psi
 - Outstanding Professional Program Award: Beta Lambda, Phi Sigma Pi
 - Outstanding Community Service Award: O'Neil Chapter, Phi Alpha Delta
- Nominating Committee – Presented by Cindy Baugh.
 - The 2015-2017 Board slate was introduced:

President	Suzanne Shaffer, Phi Sigma Pi
Vice President	Andrew Sagan, Phi Alpha Delta
Treasurer	Lisa Campion, Sigma Alpha
Secretary	Latha Radhakrishnan, Kappa Psi
Director	Anthony Chaffee, Phi Delta Chi
Director	Leslie Odom Miller, Sigma Alpha Iota

Past President Karen Katz, Phi Delta Epsilon (non-voting)
Associate Liaison Jennifer Lynch, Dallas CVB

- Each of these nominees has been interviewed in advance of the conference, and we were blessed to have a multitude of qualified candidates this year. As required by our laws, the nominees have also provided written consent and endorsement from their member fraternity. The floor for nominations remains open and the election will be held in old business.

Old Business

- Office Elections
 - Bob Heyman, Rho Pi Phi, moved to close nominations. Johnny Porter, Kappa Psi, seconded. No discussion. Motion passed.
 - The slate was approved with no abstentions.
 - Congratulations to our new PFA Board for 2013-14!! The installation of officers will take place at the luncheon this afternoon.
- Strategic Plan – Presented by Suzanne Schaffer. She gave an overview of the strategic plan that was created about five years ago to where we are today and what we look forward to implementing over this next year. You can find the strategic plan at professionalfraternity.org.
- Constitutional Task Force – Presented by Bob London, Chair. He explained that he would like the task force to meet in person in April and then to present the report by June and then to present their report to the membership by July.

New Business – None

Meeting adjourned at 9:10 AM.

Lisa Campion, Secretary