Professional Faculty Leadership Association
Meeting Notes
December 10, 2013

Attendees
Shelly Signs, Karren Cholewinski, Robin Bilyeu, Michelle Mahana, Emily Lafon, Shirley Chow

Approval of Minutes
- October Minutes approved – did not have quorum last month to approve
  - One correction to spelling
  - Shelly motioned, Michelle seconded
- November Minutes approved
  - Shelly motioned, Emily seconded

Announcements & Follow-ups from Last Meeting
- Shelly is checking on where the vinyl banner may be… still missing
- Michelle will be going through archives during the holiday break for more information on PFLA History

Treasurer Report
- No report

Web Services Report
- Karren confirmed she is updating the web

Marketing Report
- January Newsletter will post January 14th, articles are due January 7th
  - Articles/Information
    - If applicable: include information on Winter Gala Rescheduled
    - Emily: review of last professional development activity
    - Emily: information for next professional development activity
    - Shelly: blurb on Art Show
    - Deb: Information for next networking event
    - Mention Meeting with President Ray on February 19th

Professional Development Report
- February 3rd, 11:30am – 1:30pm, LaSells Stewart Center: Jerry Bombardier (OSU Alumni) from Cascade Employers Association will be presenting on Creating a Performance Culture
  - Emily will send information to Karren for the webpage updated
- April in the Memorial Union
  - Finalized speaker

Membership Report
- Karren is updating listserv with membership emails (53 members)
- Karren also has the application feedback and will identify those interested in being part of an ad hoc meeting or mentee program
- Future Board Member Recruitment
Emily has the list of 10-15 people who have regularly attended our events over the past three years and will bring the names to the next board meeting.

We agreed to divide up this list and each take a couple people to coffee and discuss opportunities as a board member.

**Networking Events**
- Next one is March 4, 2014 at the Brewhouse, the contact person is Jeff Clawson (date updated)
- Need to email event to membership listserv and place an ad in OSU Today

**Our Hero**
- Shelly will be submitting a nomination for an extension office
- Discussed how we could make award via video conference

**Mentoring Program (Dwanee)**
- No Update

**Winter Gala**
- December 6th – University closure caused us to cancel
  - There was no charge for the food
  - The basketball tickets are for December, so we will not be able to keep them for the silent auction
    - Determined to give them out by webpage trivia
      - Karren will update the listserv to include new members
      - Once updated, Michelle will send out the questions
      - Tickets given out to first responders
  - Discussed rescheduling options, prefer to do it in Winter Term
  - Shelly will be looking into these options (by priority)
    - Using a Triad Meeting in Winter Term to reschedule
    - Using LaSells Galleria (possibly while artwork is still displayed)
    - Women’s Building on a Friday (the rest of the week is too noisy)
  - **UPDATE**: January 17th we can use the Galleria at LSC for $250, which would include tables, linens, and a microphone

**Calendar Updates & Miscellaneous Announcements**
- Dec 12th, 5-7pm: Art Show Reception in LaSells
- Jan 7th: Articles for Newsletter Due
- Jan 14th: Newsletter Published
- Jan 17th: Winter Gala Rescheduled
- Feb 3rd: Professional Development Workshop
- Feb 19th: AOP/Triad/PFLA Meeting
  - Brown bag lunch meeting with President Ray
- Mar 4th: Brewhouse Networking Event

**Updates after the meeting**
- To accommodate a majority of our board members, we have adjusted the dates for our meetings for the rest of the year to be on the second Wednesday each month (exception in January)
- January 15th
- February 12th
- Marth 12th
- April 8th
- May 14th
- June 11th