

**TUCSON PROFESSIONAL ORGANIZERS  
BOARD MEETING MINUTES  
February 2010**

The Board meeting of Tucson Professional Organizers was called to order at 9:30am on Monday February 8, 2010 at Mimi's Cafe by Sue Zepeda.

**PRESENT:**

MaryLynn St.Germaine, Ori Parnaby, Jill Janis, Sue Zepeda, Wanda Baader, Nannette Palmer

**APPROVAL OF MINUTES:**

MaryLynn moved to approve January 2010 minutes pending corrections made by Nannette and Sue; Ori seconded the motion.

Jill will send the amended minutes of the meeting to Ori.

**OLD BUSINESS:**

**OFFICER'S REPORTS:**

**PRESIDENT-ELECT:**

**Upcoming General meetings -**

**February - Voting and Roundtable Discussion on our website**

Michelle Diaz to participate in roundtable discussion about our website. She can explain our statistics to us, and answer questions such as: what key words are we getting hits for.

All agree it's fine if she brings her 4-year old, Andrew.

**March - Speaker - Harold Langer, Merrill-Lynch, Organizing Your Financial Papers**

**SECRETARY:**

No report.

**TREASURER:**

No report.

**MEMBERSHIP:**

Some members were lost at the start of 2010. This may be partly due to our new attendance requirements; partly to general challenges of making it as an organizer in today's economy. (NAPO-AZ is having the same situation.)

Some members were gained - welcome new members!

We currently have 14 members.

We reviewed the Bylaws regarding membership, dues, etc -

Dues are delinquent after 1/31.

Those who haven't paid by that time will be reminded but not indefinitely.

Bylaws state that members have three months grace period when their dues are late.

Issues to be discussed further, and possible Bylaw changes to be made by the new Board:

- Should the members of the Board be held to the same requirements as the General membership regarding attendance, that is, required to attend seven out of the ten yearly Board meetings? (All present agreed that Board members should be held by the same attendance standard as General members.)
- What should be the consequences of failure to attend seven out of ten meetings per year?
- Should we impose a penalty (for instance, 10% of the yearly dues = \$12.50) for membership dues received after 1/31?
- New Board members are required to acquaint themselves with our Bylaws immediately upon taking office (before their first meeting).

MaryLynn will send copies of the Bylaws to Jennifer Phelps and Janet Munson because they will probably be our only new Board members.

It is the job of the Membership chair to keep the Bylaws updated.  
Thank you, Ori, for all the work you have done in this area this year!

### **PUBLICITY:**

Thank you, again, Nannette, for the excellent job you did publicizing the Shredathon. Even though world events overshadowed our event, we made \$1,196.

Nannette is going to write a press release about our Shredathon and the involvement of Big Brothers Big Sisters and send it to the contacts on the Print Media contact list that MaryLynn recently sent out to all Board members.

MaryLynn wrote and sent out a press release regarding our new member, prize-winning author Sheila McCurdy.

MaryLynn had sent out to all a list of print media contacts, a very useful list! Thanks, MaryLynn!

### **NEW BUSINESS:**

February's General meeting is voting time!

Wanda had already emailed all General members with the names of the current nominations. She will immediately send out another email with the ballot, asking people to bring it when they come to the meeting or send it to Wanda if they won't be there.

(Per our Bylaws, new Board members assume responsibilities at the time of the March Board meeting -March 8.)

### **MEETING ADJOURNED:**

Meeting was adjourned at 10:20am by Sue.

### **REMINDER:**

### **DATES OF ALL MEETINGS IN 2010**

#### **BOARD**

January 11✓  
February 8✓

#### **GENERAL**

January 19✓  
February 16

March 8  
April 12  
May 10  
June 7  
July (no meeting)  
August 9  
September 13  
October 11  
November 8  
December (no meeting)

March 16  
April 20  
May 18  
June 15  
July (no meeting)  
August 17  
September 21  
October 19  
November 16  
December (party / date & location  
to be announced)

Board meetings are at Mimi's Cafe at Oracle and Limberlost at 9:30am, unless otherwise announced.

General meetings are at Ronald McDonald House at 5:00pm, unless otherwise announced.

**MINUTES SUBMITTED BY:** Jill Janis, Secretary