



Pennsylvania Association of Agricultural Educators
PO Box 61861
Harrisburg, PA 17106



Executive Board Meeting
July 17, 2019
7:30 pm

Attendance: Darla Romberger, Kacey Rice, Hannah Harris, Dianna Jarema, David Steinfelt, John Ewing, Laura Metrick.

Called to order at 7:33 PM.

Unfinished Business

- Motion to accept the resignation letter from Mike Brammer (Executive Secretary/Treasurer) was made by David Steinfelt, seconded by Kacey Rice. Motion passed unanimously. This will be effective September 1st, 2019.
- Executive Secretary Position Announcement - *reviewed; office supplies (ie printer) would be supplied, if necessary by Association (David, Dianna, Kacey, John E., Darla (main contact for applicants)) (August 12-16) David moved, Dianna 2nd to accept the announcement for Exec Secretary Position, motion passed.*
- Treasurer Position Announcement - *David moved, Hannah 2nd to accept the announcement as drafted. Motion passed.*
- Hiring Timeline Posting Announcements - *applications by August 2nd at 4:00 PM. To be posted on PAAE List Serve (via J. Ewing) and contact Carole Fay to share with retired ag teachers group. Darla will draft an email to include the information.*

New Business

- PAAE Friday Wrap 7/19/19 (increase transparency)
 - Information to include:
 - Update on Exec. Secretary/Treasurer Background
 - Letter from Brammer, etc.
 - Finalized Job Postings for Distribution
 - Hiring Timeline
 - Next Board Meeting Date/Time/Location
 - Advocacy Survey
 - Policy & Bylaw Meeting @ Garden Spot
 - Known Committee Meetings
 - Finalized Program of Work/Proposed Budget
 - Executive Board Meeting - Wed., Sept 18, 4:30 PM - Zoom via PSU/Beth and/or Jon

PAAE presence has been suggested at the New & Beginning Teacher Program on August 8th from 10-10:30 at the Park Inn, Harrisburg.

- New PAAE Email?
 - Provide for utilization by new Exec. Secretary
 - Create listserve of members to distribute sensitive documents/announcements
 - Officers have ability to email membership in a timely fashion

Dianna spoke with M. Brammer about wording on new membership form and she has a meeting with a firm from Ephrata (GIFT) to gain more information about bookkeeping and will also ask questions regarding that . Darla and I will work on the membership form to get a draft out to the Board by August 1st.

David moved, Hannah 2nd to adjourned at 8:45 PM.

Respectfully submitted,

Dianna Jarema, Past-President