

PTRCA Executive Council Meeting Minutes Thursday, December 12, 2019

Council Members: Jared Hoppenfeld, Rebecca Murphey, Sara Butts, Jim Miller, Dave Zwicky, Suzanne Reinman, Siu Min Yu, James Bettinger, Sharyl Overhiser

Members Present: Dave, Jim, Jared, Sharyl, Sara, James, Rebecca "Missy"

Members Absent: Siu, Suzanne

Business Meeting in Spring

- Bylaws state that we need to give notice to members 60 days before meeting
- Should we meet on March 26th as we would have with the training seminar scheduled? If so, we would need to send notice by Jan. 26th. Jared proposed a 2-3 pm CST meeting.
- Without having an annual meeting in-person, we might get more participation with newsletter submissions (Jim)

Presentations in Spring

- We could have virtual presentations in lieu of the round-table following the business meeting, potentially from 3-4 pm CST. Jared suggested having Missy organize presenters and form a small task force to accept proposals, which she later agreed to. Typically we have four presenters. Any virtual platform could be used and presentations could be recorded. Zoom can handle 300 users.
- Russ Allen has data from older patents and may be an interested presenter (Jim and Dave discussed)

Dues

- More than half of PTRCA members usually pay at the seminar and dues are usually needed to pay for seminar expenses. After the last seminar, the check (member dues) wasn't cashed until August. We have about \$2,000 in the bank. (Jim) Jared suggested sending out a reminder before the business meeting and to have members mail a check to Jim unless the bank is willing to accept electronic payments. Members due have to pay dues in order to vote in the annual election.

Elections

- April 1st would begin the new term. The elections committee would send out a call in January/February. We must have at least one candidate per position running for office. Names should be submitted to PTRCA council no more than 45 days before the business meeting, giving us a Feb. 10 deadline. We should give members a couple of weeks to volunteer or respond (Jared). We usually need to recruit people (Dave). Election is by secret ballot at least 14 days before the business meeting. We will need to elect:
 - Vice President / President-Elect
 - Divisional Representative for Public Libraries
 - Divisional Representative for Academic Libraries
 - Secretary

Bylaws

- Any proposed bylaw changes should be distributed to All PTRCs by Feb. 25 to allow time for discussion. At the last business meeting, we discussed a reduced membership fee of \$10, the same as the student fee, and most of the council was in favor. This will be a proposed change to the bylaws.

PIUG Possibilities

- Paulina is writing about her experience in attending PIUG for professional development training. Missy is planning to go also, as it's in Orlando this year, April 25-30. It's useful

but more expensive, \$750 for early bird registration. Missy later found a PTRC member rate.

- Missy was curious to know if we could get a one-day or reduced rate for PTRC members? Martha Yates is the chair of PIUG and Paulina might be able to see about this or a reduced rate for this year's PTRCA members who are displaced by the seminar.
- Jared wondered if we could use money that normally goes into the food budget for seminar (around \$3,000-\$3,500 for refreshments and the reception) to offer scholarships to PTRCA attendees or sponsorship of PIUG for a reduced rate?
- PIUG is an information-packed conference, offers more on commercial databases, and is heavily attended by professional searchers from pharma companies. (Jim)
- Sharyl asked if we can use the PTRCA budget in this way. We reviewed bylaws and didn't see anything about using fees in this way.
- Jared suggested sending an email to PTRCs to gauge interest in offering scholarships.
- About 3-4 PTRCA members typically attend PIUG due to registration and travel cost.
- Potential scholarship options:
 - Have a pot of money for people who are interested in going. Jim suggested a \$3,000 pot
 - Designate the funds for a specific purpose like registration
 - Would we need an ad hoc committee to create an application or something?
 - Have a specified number of scholarships available for the same amount. First-come, first-served. (This was the option chosen via email after the meeting.)
- Missy is interested in hosting a small local dinner meet-up for members who attend.

Esther Crawford Award

- Deadline for submissions is Feb. 1st - no nominations yet
- Board should think of or suggest at least one name of those who are deserving.
- Does the nominee need to be an active or former member? Maybe someone in the patent office that has helped us out?

Jim Arshem Resolution

- Who would Jim Arshem's retirement award go to? Dave Morrison or Kris Kitchens might be able to help locate an appropriate person. Jim Miller will use a template to draft the award and send to the group for the business meeting. Would it be included in the PTRCA website? It could be included in the journal.

PTRCA Journal

- Journal has been accepting proposals for articles (due Feb. 15). Dave Irvin ed., Dave Z., Suzanne R., and Jared H. on editorial board.

Divisional Reps to be added to Membership & Mentoring Committee

- Divisional members are automatically on new member and mentoring committee

Next Council Meeting

- We should have another council meeting before the business meeting. Committee chairs get updates. A little bit of a repeat of business meeting – perhaps a week before, around Thurs. March 19. Jared will send a Doodle Poll. (Sharyl is out that week.)

Other

- No formal response from Ianu to letters sent by PTRCA.
- There's a chance of a couple positions being filled at PTRC Office.

Submitted by Sara Butts, PTRCA Secretary 12/18/2019