

**Patent and Trademark Resource Center Association**  
**2014 Business Meeting**  
**Thursday, March 27, 2014**  
**1:30 p.m. – 2:15 p.m.**

1. **Approval of Minutes - 2013 Business Meeting**
  - 1.1 Copies of minutes were not available to all members, due to an oversight, as Secretary, Suzanne Reinman, Oklahoma State University, Stillwater, OK, could not attend.
  - 1.2 Martin Wallace, University of Maine, Orono, ME, past secretary (2012-2013), confirmed that they were written as a document of business meeting (2013) events.
  - 1.3 Ran Raider, Wright State University, Dayton, OH, proposed to have these minutes approved in New Business where a motion needs to be passed to approve.
  
2. **President's Report – Ran Raider, Wright State University, Dayton, OH**
  - 2.1 Thanked the USPTO for coordinating the 36<sup>th</sup> Annual USPTO training.
  - 2.2 Provided details why there was no business lunch today. As of January 29, 2014, only twenty-nine (29) PTRCA members had paid their membership dues. There was only about six hundred dollars (\$600) available, plus the five thousand one hundred and seventy-seven dollars and eighty-two cents (\$5177.82) that is in the PTRCA Certificate The Executive Board had decided not to cash in this certificate of deposit, as it is to be kept as emergency savings for the PTRCA to use. However, the good news is that as of today, fifty-one (51) members have paid their 2014-2015 dues and now we have more available. Four (4) new members joined today.
  - 2.3 Money from the dues is used to pay for the food service used during the Meet and Greet, and the morning refreshments (this year only coffee and tea was available).
  - 2.4 Money from the dues was used to pay for a new PTRCA logo tablecloth that cost three hundred and eighty-eight (\$388).
  - 2.5 Archives now have an official home at Wright State University, Dayton, OH where Ran Raider works.
  
3. **Treasurer's Report – Jim Miller, University of Maryland, College Park, MD**
  - 3.1 Membership dues are paid at the end of each seminar, with many not paying until the next year. There was two hundred and thirty-three dollars (\$233) in the chequing account last year. The PTRCA waited to pay last year's caterer's bill until their bill was received, in membership dues were received (Sodexo bill was one thousand four hundred and ninety-eight dollars and forty-eight cents (\$1,498.48) dated 3/24/2013 for 2013 Meet and Greet, and Sodexo bill of four hundred and sixty-four dollars and ninety-one cents (\$464.91) dated 3/24/2014 for Monday, 3/24/2013 to Thursday, 3/27/ 2013 morning refreshments).
  - 3.2 Marian Armour-Gemmen, West Virginia University, Morgantown, WV, asked how many members had paid for 2014-2015 membership. Jim Miller, University of Maryland, College Park, MD, responded that as of this morning, the PTRCA had fifty-one (51) paid members, with five (5) affiliate non-voting members. Thus, the PTRCA now has one thousand and two hundred dollars (\$1,200) in their bank account.
  - 3.3 Currently, the PTRCA still has a five thousand one hundred and seventy seven dollars and eighty two cents (\$5,177.82) Certificate of Deposit.
  - 3.4 Ran Raider reminded that the PTRCA Executive Council did not want to cash the Certificate of Deposit
  
4. **Secretary's Report – Suzanne Reinman, Oklahoma State University, Stillwater, OK**
  - 4.1 Secretary was not present.
  
5. **Committee Reports**
  - 5.1 **Bylaws – Spruce Fraser, Saint Louis Public Library, Saint Louis, MO**
    - 5.1.1 Proposed Changes – There were three (3) changes proposed which were distributed on-line, but not the required thirty (30) days. They were also handed out during this meeting. These proposals were:

**Article II, Sec. 4. Membership –** Proposed to be called Article II, Sec. 4. Membership and Mentoring Committee Affiliate membership is open to persons not eligible for regular membership who fall into the following categories: retired PTRC staff former PTRC representatives, librarians and staff at public, academic or special libraries who respond to questions from their clientele regarding patent and trademark information, current and former USPTO staff, and students currently enrolled in an accredited graduate-level library and information science/studies program. Affiliate members may serve on any Association Committee except those that may be required to take an official position on topics affecting the relationship between the U.S. Patent and Trademark Office and the Patent and Trademark Resource Centers. Affiliate members may vote, but not hold office in the Association. The term of membership is one year and shall run from the last day of the annual training seminar to the last day of the next year's seminar. Mentoring new members will become the responsibility of the new Membership and Mentoring Committee.

**Article VII, Sec. 3. Committees** – Currently, bylaws state that standing committees are Bylaws, Conferences, Election, and Archives. Archives was folded into the Publications Committee at the last business meeting. It would stand to reason that the Publications Committee be considered a “standing” committee for our Association’s purposes. Since the Mentoring Committee is well organized and successful, I propose that the Mentoring committee be included as a “standing” committee.

**Article IX, Sec. 2. Nominations and Elections** – Propose that the Election Committee shall present at least one candidate for each of the offices of Vice-President/President-elect, Secretary, Treasurer, and the Divisional Representatives. The names of the nominees and their written acceptances of the nominees may be entered by petition of five (5) members to be filed with the Secretary of the Council not later than thirty (30) days after close of nominations.

**5.2 Publications** - Suzanne Reinman, Oklahoma State University, Stillwater, OK (Absent. Presented by Ran Raider)

- 5.2.1. The PTRCA online publication has a new name. It is now titled, “Journal of the Patent & Trademark Resource Center Association.” It is not juried by peers.
- 5.2.2 THANKS to five (5) PTRCA members that have contributed this year to journal. Members are encouraged to send Suzanne articles for online publication throughout the year at [suzanne.reinman@OKSTATE.EDU](mailto:suzanne.reinman@OKSTATE.EDU) .
- 5.2.3 THANKS to PTRCA members that have sent their PTRC news summary for publication online. Members are encouraged to send Suzanne their PTRC news summary for online publication throughout the year at [suzanne.reinman@okstate.edu](mailto:suzanne.reinman@okstate.edu)
- 5.2.4 THANKS to Hal Mendelsohn, University of Central Florida, Orlando, FL, Tiffany Mair, California State Library Sacramento, CA, and Rob Berry, Sacred Heart University, Fairfield, CT, who have worked on rebuilding newsletters.
- 5.2.5 New name of the PTRCA online newsletter is journal. It is non-juried. (See above).
- 5.2.6 Please send articles for the PTRCA online journal any time of the year to Suzanne.
- 5.2.7 Martin Wallace, University of Maine, Orono, ME, advised that there are still some things still not recoverable since there was information lost through the migration of data. He has now filed as much as possible. At this point have routine updates, have a broken link checker every week, biggest task to fix broken links, once links were seen three (3) times, they would become a broken link. Please contact Martin if you find any broken links on the PTRCA web site at [Martin\\_Wallace@umit.maine.edu](mailto:Martin_Wallace@umit.maine.edu).
- 5.2.8 Martin requests he is looking for a volunteer, about an hour or two (2) a week, to fix broken links, and also to input new articles on the web site. PLEASE VOLUNTEER and let Martin know of your interests.
- 5.2.9 Martin requested that if you have anything that needs to be added to the web site, please let him know.
- 5.2.10 Ran asked that we give him a round of applause, to thank Martin for his great help!
- 5.2.11 Ran advised that an email will be sent asking members to be a volunteer to a committee. This is because many members have already left Alexandria, VA to return home.

**5.3 Conference** – Ran Raider, Wright State University, Dayton, OH

- 5.3.1 Ran advised that the bill from Sodexo for refreshments used by cost one thousand nine hundred dollars (\$1,900). Jim Miller, Treasurer, will wait until the bill is received before paying.
- 5.3.2 Connie Wu, Rutgers University, Piscataway, NJ, asked how so few USPTO staff showed up at the PTRCA Meet and Greet Reception. Ran Raider said that will be new business.

**5.4 Election** - Leena Lalwani, University of Michigan, Ann Arbor, MI

- 5.4.1 Leena thanked all election committee members in recruiting candidates.
- 5.4.2 Election results were as follows:
  - VP/ President-Elect - Karen Kitchens, Wyoming State Library, Cheyenne, WY
  - Treasurer - Jim Miller, University of Maryland, College Park, MD
  - Secretary - Suzanne Reinman, Oklahoma State University, Stillwater, OK
  - Public Library Representative - Irene Yelovich, Carnegie Library of Pittsburgh, Pittsburgh, PA
  - Academic Library Representative - Lisha Li, Georgia Institute of Technology, Atlanta, GA
- 5.4.3 Ran Raider asked Charlotte Erdmann, Purdue University, West Lafayette, IN to explain the election procedure.
- 5.4.4 Charlotte asked for members to let her know immediately when her election emails do not get through to them.

**5.5 Membership and Mentoring Committee** - Spruce Fraser, Saint Louis Public Library, Saint Louis, MO

- 5.5.1 Reported that there were eleven (11) new PTRC Representatives this year. All were matched with a similar library.
- 5.5.2 Each mentor appreciated being phoned by VP before the meeting to welcome new representatives.
- 5.5.3 Each mentor and mentee received a package of information before the meetings that included:
  - 5.5.3.1 List of mentors and mentees with contact information.
  - 5.5.3.2 List of restaurants in the Old Town - King Street, VA area.
  - 5.5.3.3 Welcome letter from VP/President-Elect.

#### 5.5.3.4 PTRCA Membership Information

### 5.6 Archives - Ran Raider, Wright State University, Dayton, OH

- 5.6.1 Members should be sending PTRCA current and past emails to him, to ensure they are added to the PTRCA archives which are now kept at his university.

### 5.7 Program and Outreach - Ran Raider, Wright State University, Dayton, OH

- 5.7.1 No outreach or programs were done this year.
- 5.7.2 Ran advised that neither himself nor Spruce Fraser, Saint Louis Public Library, Saint Louis, MO, VP/President-Elect, can attend this year's ALA annual meeting that is being held in Las Vegas, NV. There used to be a subsidy for the President of the PTRCA to travel to ALA. The ALA provides a free lunch to ALA Affiliate and two (2) hours to sit at a table to and distribute PTRCA fliers. Jim Millar, Treasurer advised that PTRCA affiliate ALA dues have been paid for this year.

### 5.8 Reports of Division Representatives

- 5.8.1 Public Library Representatives - Mary Kordyban, Detroit Public Library, Detroit, MI  
Mary reported that PTRCA members need to keep in touch with the listserv. These are tight times in public libraries.
- 5.8.2 Academic Representatives - Paulina Borrego, University of Massachusetts - Amherst, MA  
Paulina piggybacked on Mary's comment, the same holds true for academic librarians. She is so proud of all the librarians during stand up time. Paulina requested PTRCA members to please send your handouts and PowerPoints to Martin so that we cannot reinvent the wheel and have great handouts at [Martin.Wallace@umit.maine.edu](mailto:Martin.Wallace@umit.maine.edu).

### 5.9 Call for Service

### 6.0 Unfinished Business

- 6.1 Bylaws Vote by Membership to Suspend Regulations to approve three (3) amended bylaws.
- 6.2 Leena Lalwani, University of Michigan, Ann Arbor, MI questioned about PTRCA affiliates having voting rights
- 6.3 Chris Kitchens, Manager, USPTRCP, USPTO said she would abstain from voting.
- 6.4 Martha Sneed, Director, USPTRCP, USPTO said the PTRCA is our membership.
- 6.5 Ran Raider, Wright State University, Dayton, OH called for a vote for approval of three (3) amended bylaws. Proposed by Rob Berry, Sacred Heart University, Fairfield, CT, seconded by Martin Wallace, University of Maine, Orono, ME. Thirty-one (31) PTRCA members of fifty-one (51) PTRCA members present voted. Thus, changes proposed were approved.

### 7.0 New Business

- 7.1 Ran Raider, Wright State University, Dayton, OH announced that he would like to propose that there be established a PTRCA Esther Crawford Award of Excellence in Service. Proposed that a Standing Award Committee, to be comprised of Executive Council, be set-up.
- 7.2 Ran proposed that an Investigative Committee be established to review if the USPTO annual training week should be moved to another location, with advance time for next years meeting. Reason for this committee to be set-up is because many PTRCA members cannot get reimbursed for membership dues, but could for registration fees.
- 7.3 Nan Myers, Wichita State University, Wichita, KS, said that their Regional Library Board gives them money attend a conference.
- 7.4 Ran answered Johanna Johnson, Dallas Public Library, Dallas, TX her question as to why a registration fee cannot be used. Ran said that a registration fee cannot be used if the annual USPTO training seminar is in a USPTO building. Suggestion to have the Meet and Greet at another location so you can ask for registration fees.
- 7.5 Martha Sneed, Director, USPTRCP, USPTO said that ALA presence is important and that they give five (5) years in advance to attend.
- 7.6 Ran thanked Martha Sneed for her leadership of the USPTRCP for the past forty (40) years of service.

### 8.0 Adjournment at 3:30 p.m.

Respectfully submitted,

Spruce Fraser, PTDLA VP-President Elect (for PTDLA Secretary)

