

Patent and Trademark Resource Center Association
Executive Council Meeting—Agenda & Minutes
Monday, April 4, 2022 5-6 pm EDT

Attendees: David Zwicky, Donna Arment, Jared Hoppenfeld, Jim Bettinger, Jim Miller, Lisha Li, Marian Armour-Gemmen, Missy Murphy, Ran Raider, Sharyl Overhiser, Stella Mittelbach, Suzanne Reinman, and Tallie Casucci

Minutes:

1. Call to order
2. Roll call (determine quorum)
3. Approval of Minutes
 - a. 3/22/2021 PTRCA Executive Council Meeting – David Zwicky moves to approve. Jim Miller seconds.
 - b. 3/25/2021 PTRCA Business Meeting – This will be approved during PTRCA Business Meeting on Thursday, April 7, 2022.
 - c. 6/30/2021 PTRCA Executive Council Meeting – David Zwicky moves to approve. Jim Miller seconds.
4. Announcement of guests: Donna Arment and Jared Hoppenfeld
5. Officers' reports
 - a. Report of the President— Sharyl Overhiser. Special thanks and recognition to everyone during another challenging pandemic year. This past year Russ Allen transitioned website to WordPress. The 2nd version of Best Practices guide is available online. Patent Public Search became available to the public this year, which will replace legacy systems. Our two awardees will be announced on Thursday at the PTRCA Business Meeting. Special thanks to everyone for their service. Special recognition to PTRCP staff for another wonderful Seminar.
 - b. Report of the Vice-President—Dave Zwicky. VP for the past month. There are three speakers for Thursday's PTRCA Best Practices Round Tables.
 - c. Report of the Treasurer—Jim Miller. Recently transition to using online bill pay, so it's hard to balance accounts. The bank accepted two personal checks, which were deposited by accident. Jim advises that an accountant reviews these finances, because some libraries/institutions are paying membership fees for their representatives. Membership payments: 34 members for 2020-2021 and 40 members 2021-2022, 9 members for 2022-2023. Jim will discussion concerns with incoming President
 - d. Report of the Secretary – Tallie Casucci. Nothing to report.
6. Reports of division representatives
 - a. Academic Libraries Division. Nothing to report.
 - b. Public Libraries Division. Nothing to report.

*may be moved to end of meeting to allow time for review

7. Standing Committee Reports

- a. Bylaws—Marian Armour-Gemmen. Bylaws reviewed for the processes regarding resignations.
- b. Mentoring and Membership—Dave Zwicky. There are 12 new attendees (and 1 unsure) at Seminar this year. They were paired with mentors. As far as Dave knows, everyone was in contact. Marian proposes that the next in-person Seminar mentoring program should expand to all new virtual attendees, since in-person Seminar is different.
- c. Conferences—Sharyl Overhiser. Another virtual Seminar, so not much work.
- d. Publications—Suzanne Reinman. Instead of individual PTRC reports, there will be a link to the PTRCP Seminar "Pass the Mic" slide show. The PTRC Journal will have 2 articles (1 from the field & 1 research).
- e. Databases—Lisha Li. Everyone still learning about Patent Public Search.

Position	Name	City/State
President/Past President	David Zwicky	West Lafayette, IN
President Elect/Vice President	Donna Arment	Durango, CO
Secretary	Tallie Casucci	Salt Lake City, UT
Treasurer	Jim Miller	College Park, MD
Academic Library Rep	Jared Hoppenfeld	College Station, TX
Public Library Rep	Stella Mittelbach	Los Angeles, CA

- f. Elections—Sharyl Overhiser for Leena Lalwani.
- g. Program Committee – Missy Murphey. Nothing to report

8. Ad Hoc Committee Reports

- a. Best Practices—Sharyl Overhiser. Special thanks to our committee for making an even better v2 document. It is available on the website.

9. Old Business

- a. Finalize agenda for PTRCA Business Meeting (4/7/2022)
 - i. Clarifying old/new business items:
 - 1. Best Practices Committee is an Ad Hoc – propose to make a standing committee = New Business
 - 2. Esther Crawford PTRCA Distinguished Service Awards = New Business

10. New business

- a. Esther Crawford PTRCA Distinguished Service Awards. Sharyl will announce winners on Thursday, April 7, 2022, during PTRCA Business Meeting.

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b. Status of *Guide for Best Practices for PTRCs* Committee.

11. Adjourn. David Zwicky moves to adjourn. Jim Miller seconds.

Minutes transcribed by Tallie Casucci. Last amended: April 6, 2022.

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