

2024 PTRCA Business Meeting  
Thursday, April 11, 2024

Called to order at 2:21 by President Donna Arment

### Officer Reports

- President's Report
  - Over the past year we made positive changes to the PTRC committees. These changes meant we also needed to amend the bylaws.
  - Mentoring and Membership chair, Tallie, led us in reviewing the payment structure. More info below. These proposed changes will be voted on this year.
  - The Conference Committee supplied food and the 45<sup>th</sup> Anniversary Cake.
  - 2023-2024 was a busy year. Thank you to the Executive Committee officers. Thank you to everyone who helped or served this year.
  - Missy Murphy has accepted to serve in the Past President position for next year for Donna.
  - Join the PTRCA and sign up for the listserv.
- Vice President's Report
  - Thank you, Donna, for your leadership over the past year.
  - Our biggest news is we can now use PayPal for electronic membership payments. You can still mail your dues in a check form though. In the future, we would like to set up automatic invoicing.
  - Stick around for the lightning talks coming up next.
  - We have 19 new or 1st-time attendees this year. Thank you to our mentors.
- Secretary's Report
  - The Business Meeting minutes are on the website.
- Treasurer's Report
  - The Treasurer's report was sent out through the listserv.
  - We started last year with \$7,085.01 and deposited \$1,993.31 this year (as of March 31<sup>st</sup>). Our withdrawals for the meeting reception were \$5,839.50, so the remaining balance is \$3,238.82. There are multiple checks waiting for deposit and multiple PayPal payments as of this morning.
  - We had 23 renewals from last year, and 15 were through PayPal.
  - In savings we had \$5,187.16 in February 2023 and now it is \$5253.83 in February 2024.
- Academic Division Representatives Report
  - We are available for academic library questions, mentoring, and bringing items to the council.
- Public Division Representatives Report
  - No report

## Committee Reports

- Bylaws Committee
  - Donna mentioned changes earlier in her President's Report.
- Conferences Committee
  - Donna mentioned changes earlier in her President's Report.
  - We worked on the conference and food.
- Databases Committee
  - Look for changes in ByLaws Article 8, Section 3.
  - Shared a previously emailed document on the screen and verbally reviewed upcoming changes.
- Elections Committee
  - The Election Results
    - President Elect/Vice President
      - Patrick Griffis from Las Vegas, NV
    - Secretary
      - Denise A. Wetzel from University Park, PA
    - Treasurer
      - Jin Miller from College Park, PA
    - Academic Library Representative
      - Hannah Edlund from Rice, TX
    - Public Library Representative
      - Stella Mittelbach from Los Angeles, CA
- Membership and Mentoring Committee
  - Tallie mentioned changes earlier in her Vice President's Report.
- Publications Committee
  - Thank you to the members of our committee this year. David Irvin is serving as Journal Editor and Russ Allen as Webmaster.
    - David Irvin (Editor)
    - Russ Allen (Webmaster)
    - Tallie Casucci
    - Tara Radniecki
    - John Schlipp
    - David Zwicky
    - Donna Arment
  - News from the PTRCs
    - We are continuing to partner with the PTRC Program Office for the News from the PTRCs. These will be linked from the PTRCA website.
  - PTRCA Website
    - Thank you for keeping the website up-to-date.
    - The website includes:
      - Rob's report from the Program Office last year.
      - Donna's Report as President of the PTRCA.
      - Jim's Treasurer Report.

Draft - to be approved or revised for the Board of Directors Virtual Business meeting in April

- Last year's Business Meeting Minutes.
- The Best Practices Document.
- Committee Members.
- Online Resources for PTRCs.
- PTRC Journal
  - The Journal will include two submissions this year. The papers will be edited and uploaded by the end of April or early May.
  - The Journal will also be including reviews of articles in the scholarly literature that are relevant to IP.
- Program Committee Report
  - This committee will be combining with the Conference Committee.
- Ad Hoc Guide to Best Practices for PTRCs Committee
  - Donna mentioned changes earlier in her President's Report.

### **Esther Crawford Award Winner**

- Esther Crawford was a librarian at Rice University. Passed away in 2015 at 54 after a long illness. The award is given to a PTRCA individual who exhibits outstanding service.
- This year's winner is Marian Armour-Gemmen. She has more than 10 years experience as a PTRC representative. She served on multiple PTRCA positions and committees, including as the PTRCA-Listserv manager.

### **Old Business**

- Approved the minutes from the Business Meeting from Seminar 44. The vote was unanimous.
- Discussion on the potential to create an Education Committee which would combine the current Database Committee and the Best Practices Committee.

### **New Business**

- Membership and Mentoring Committee Vote needed to consolidate the regular and affiliate memberships into one membership category. With the caveat that only PTRC Representatives can run for office on the Executive Committee.
  - 18 votes for yes
- Voted to change membership dues to the calendar year, instead of after the Seminar.
  - Clarified that if paid for the 2024-2025 year, your membership will last through December 2025.
  - 17 votes for yes
  - 1 vote to abstain
- Voted to combine the Best Practices and Database Committees into the Educational Committee Education Committee Charge: Focuses on the education of new and existing PTRCP representatives with the emphasis on USPTO databases and the maintaining and updating of the Best Practices document. The best practices document will be reviewed and updated twice a year to keep it

current. Vote needed to: Combine the Conference and Program Committees into the Conference Committee  
Conference Committee Charge: Assists PTRCP representatives with the planning of presentations and programs for local, state, and national conferences. Also coordinates all arrangements necessary for the PTRCA portions of the Annual PTRCP Training Seminar and PTRCA Conference.

- 17 votes for yes
- 1 vote for no

The meeting adjourned at 3:13 p.m.

Draft - to be approved or revised at the beginning of our virtual Business meeting in April