

**Pittcon 2020 - 2021  
Board of Directors Meeting Summary  
September 10, 2020**

**Meeting Minutes:**

Neal Dando called the meeting to order at 6:22 P.M.

**In Attendance:** Eli Absey, Don Antczak, Jane Chan, Rose Clark, Neal Dando, Amit Ghosh, Marc Hubert, Heather Juzwa, Jonell Kerkhoff, Rose Clark, Brad Davis, and Tammy Yallum

**Accept the August 10th, 2020 Meeting Minutes and Executive Summary**

Motion: Marc Hubert

Second: Jonell Kerkhoff

Aye: 10

Nay: 0

Accepted

**Accept the July 2020 Treasurer's Report**

Motion: A motion was made by Neal Dando to table approval upon further discussion of the July 2020 Treasurer's Report to the October 12<sup>th</sup>, 2020 B.O.D. meeting.

Second: Marc Hubert

Aye: 10

Nay: 0

Accepted motion to delay

**Acknowledgements :**

- No new acknowledgements

**Office Updates:** Tammy Yallum

1. Colleen Felentzer started working with the Societies on August 24.
2. Joe and I have been working with SD on the audit requests.
3. According to SD there may be a total forgiveness for any PPP loans under \$150K.

## Old Business

### COVID-19 Issues: GES, Hall, etc.

- Call scheduled for Sept 14 to discuss Temp monitoring requirements via phone call: Vendor support? If there is a show in Nov., we need info from that show.

### Office Lease Update:

- Discussion with Penn Center Management is still On-going.

### Office Update:

- Financial Process Optimization Project Status update: Final work is being made on the transition to the new Quick Book platform.
- Schneider-Downs update (Sdinsite) – Request for changes to SD have been made.

### Sustainability Plan:

- Residual allocations and disbursements were completed the 2<sup>nd</sup> week of August.
- Phase I nearing completion.
- Phase II: Complete audit needs by September 21 and close the July and August records
- Sustainability plan for the SSP and SACP is underway. Pittcon disbursements to each Society were completed last month.

## New Business:

### Pittcon reports:

- **Pittcon 2021**
  1. 2<sup>nd</sup> C, C-E Teams KO meeting was held September 9 @ 6pm
  2. Sept 14 meeting scheduled with Hall (10 am) to address Temperature screening specifications
  3. 2<sup>nd</sup> General Committee Teams meeting scheduled for September 24
  4. PC Team working on hybrid conference for 2021
    - 3 IT candidates to set-up the hybrid Conference, initial proposals received
    - End of September is the target for declared path
- **Pittcon 2022**

Eli Absey – No Report



300 Penn Center Boulevard, Suite 332, Pittsburgh PA 15235  
(800) 825-3321 • (412) 825-3220  
info@pittcon.org • www.pittcon.org

- **Pittcon 2023**

Jonell Kerkhoff – Work on contracts for Pittcon in Philadelphia is continuing.

Next Meeting Date: October 12<sup>th</sup> , 2020 at 6:00 p.m.

Adjournment: Motion made by Marc Hubert at 8:15 p.m

Respectfully submitted by,

Donald Antczak – BOD Secretary