



**SAPA Board Meeting Mins  
Tuesday, June 3, 2025, 6pm  
Hybrid Meeting**

**A. Members Present:** Dan, Henrik, Molly, Brian, Geza, Kara, Roz, Luis, Fausto, Mila, Kim

**Guests Present:**

**B. Chair Updates: Dan**

- **Award Ceremony Debrief**
  - Went well! A lot of positive feedback about the ceremony. Great energy with keynote. Received positive feedback from commissioner.
  - Essentials certificates/graduation – went well. All that couldn't make ceremony have been mailed. Lining up certificates earlier on was helpful.
  - Cost increases - certificate printing (over 90 printed) and addition for stipends. Suggestion to do single certificate with issued letter, copied to individuals, to reduce costs of printing. Possibly printing out name tags in advance for more polished professional look. For next year possibly closing registration 4-5 days earlier to print name tags. Will talk to current printers to see if they have capability to consolidate next year.
  - Registration logistics – many arrived who were not on registration roster. Challenge connecting POC from board with teams, to keep remarks brief. May need to find more efficient way for future. Archives use constant contact, when registering another person we may want to include area for another name to be included.
  - Rockefeller Award – went a little long on intro, will be mindful of in future.
  - Please share ideas for keynote speaker for next year.
  - Geza will be chair for Excellence Awards Committee for next year.
  - Stipend to be transitioned back as donation to SAPA – Christopher. Dan will follow up with Henrik regarding taxes.

- ETEC reserved for May 20 2026! – Next year’s award ceremony.
- Dan and Brian need to follow up on option of participating in conference.
- **2026 – 2027 Board Meetings**
  - This is our last board meeting for 2024 – 2025 year.
  - Continue Hybrid or go fully in-person? – Continue alternating approach with zoom option when in-person. Kara to reserve OSC for each meeting date, and will include virtual option.
  - When full zoom seems to be better attendance, but in-person allows for more opportunities to get to know each other. Rotating approach seems to work well, virtual option is helpful.

### C. Secretary’s Update: Kim

- **2026-2027 Board Meeting Schedule:**
  - Aug 5<sup>th</sup> 2025
  - Sept 9<sup>th</sup> 2025 (moved due to Labor Day holiday)
  - Oct 7<sup>th</sup> 2025
  - Nov 18<sup>th</sup> (first Tues Election Day, second Tues Veteran’s Day)
  - Dec 2<sup>nd</sup> 2025
  - Jan 6<sup>th</sup> 2026
  - Feb 3<sup>rd</sup> 2026
  - Mar 3<sup>rd</sup> 2026
  - Apr 7<sup>th</sup> 2026
  - May 5<sup>th</sup> 2026
  - June 2<sup>nd</sup> 2026
- **Dues Update**
  - Kim will add new members (awardees and essentials graduates), and to share out another call for dues notice.
- **Listservs Update**
  - Kim updating constant contact listservs

### D. Membership Update: Molly

- **June Networking Session**
  - Scheduled for June 10<sup>th</sup> Lionheart on the Greens (cash bar, open kitchen, \$300 for light refreshments)
  - Kim will share out another reminder
  - **Dan and Brian guests of honor 😊**

### E. Board Vacancy Election: Dan and Fausto

- Ballot went out, closes June 16<sup>th</sup>, Fausto and Kim will follow up and share out info on new board for 2025 – 2026.

- Three vacancies but two nominations. May still full open vacancy throughout board year if identify potential board member. Could appoint individual to board as well or invite an interest to board meetings. Would like to include greater diversity on board.

**H. Adjourn Formal Meeting Time: 6:36pm**