

# SPJ Georgia Pro Chapter Board Meeting

## Minutes of the Meeting

Date and time: October 14, 2015 at 7 p.m.

Venue: Reporter Newspapers at 6065 Roswell Road, Sandy Springs

Members present: Ellen Eldridge, Dan Whisenhunt, Neha Neghandi, Devika Rao, Curt Yeomans; Regional Director Michael Koretzky (via phone)

Members absent: Sharon Dunten, Mary Silver, Marsha Walton

### New Business

#### **Excellence in Journalism Conference SPJGA delegate update – Curt**

--Curt said during EIJ15 he, Mary and Koretzky wrote a resolution that led to SPJ national agreeing to present voting issues to chapters one week prior to the conference. A motion to change the name from Society of Professional Journalists to Society For Professional Journalists was made by SPJ Florida, seconded by SPJ Georgia and tabled until 2016.

#### **Vote to accept Sharon's resignation and announce her promotion to Assistant Director for Region 3**

Motion passes, congratulations to our founding president! Because Sharon resigned from the board to accept a promotion she does not have a seat on the board as a "past president" and does not have a vote. Ellen Eldridge becomes president effective immediately.

### Board operations

- Board officers bylaw amendments
  - Curt will go through bylaws and make recommendations for clarifying language by Oct. 26 so the chapter members can vote on changes in January
- Discuss responsibilities for each board role and executive board roles
  - President should guide the board and oversee operations; work with National on programming, attracting new members etc. Ellen will better define role and scope of responsibilities for board members.
  - Secretary should write and post meeting minutes online (in Drive and/or on website)
  - Treasurer should make sure budget and budget committee are working appropriately
  - Pres-elect: to work with president and prepare to take the lead
  - each board member should get the opportunity to chair a committee to pursue the thing he or she is most passionate about with SPJ Georgia.
- Larry Peterson Memorial Award for Investigative Journalism update
  - Sharon is leading this as a Region 3 event. We will work on separating the bank accounts and discuss with Sharon how she wants to proceed. Sharon is out of town so this will have to follow our board meeting.
- Update on police and media panel set for Oct. 31 - Ellen
  - motion to make event free for purpose of networking, passes unanimously

### Membership

- Devika will not run again when her term ends in December; she will work with Curt on Diversity Committee.
- Marsha emailed shortly after the meeting to resign early from her term that expires this year. She will stay a member of the programming committee chaired by Neha.
- Board voted on a board of seven so we have two open positions for 2016, one of which is president-elect. Haisten Willis is nomination committee chair and is developing a list of candidates to present to board in November.
- Board voted to make all SPJ Georgia events free to the seven board members

- Board voted to meet monthly in 2016; schedule of dates to be presented in November

### **Financial Report – Dan**

- Sharon, Dan and Devika are working to manage bank account; settle everything Nov. 15
- Finances need to be recorded officially
- Finance bylaws to reconsider and vote to amend:
  - Reimbursement forms need to be submitted and will be processed within 30 days
  - \$50 no questions asked purchases need to be revisited
    - If all purchases for a certain event or program total up to \$50+, it needs to go through board approval and needs to be a line-item in a budget for said event.
    - Purchases less than \$50 should only account for one-time transactions and need to pertain to operating and maintenance costs, or supplies.
      - NO purchases for events or programs can be made under this bylaw
    - ALL purchases should be recorded through a formal form submitted to the treasurer - regardless of <50-dollar provision
- Next annual report due in May 2016

### **SPJ Georgia committees**

--Board voted for policy that president and president-elect may not chair committees  
 --Each committee will have a chair either appointed by the president or decided on by the committee and that chairperson will be responsible for scheduling committee meetings as needed and writing up minutes into a report for the board's meetings. By the January meeting the board should be able to set a budget and determine operating expenses. The board should receive from committee chairs program ideas, complete with social media marketing plans and budgets, and vote on what programs the chapter should pursue in 2016 (what we can afford to pursue).

--If each committee works to pursue its goals the chapter may be able to incorporate the "social media committee" into an opportunity for collegiate pro members. Committees will submit social media marketing plans for events and programs and social media committee members will work with president and president-elect to attract new members and work with SPJ National to promote SPJ Georgia's work

- Finance--Let's become a 501C 3, see "seek sponsorships"

--Someone on programming committee to work toward seeking sponsors for specific events rather than sponsoring SPJ Georgia as a whole.

#### **Programming for 2016:**

- Immigration reporting – Devika and Curt (Diversity committee)
- Operation Freelance: focus on social media, branding (J-Ed committee)
- Sunshine Week program (FOIA committee)
- Zombie Stories in October 2016 (Collegiate Pro committee)
- Media Mixer with other organizations (how much do we have and want to invest in sponsoring mixers and hosting our own?) Marsha recommended trivia nights and small scale networking events. She may pick this up in 2016

### **Award program for SPJ Georgia**

Aim for free programs, make money from Region 3 awards contests (we get money automatically for Green Eyeshade Award entries in Georgia over a certain number--all promotion).

--Consider our own award with specific categories. Ellen to discuss further with Koretzky.

**Next meeting:** Thursday Nov. 5 at 7 p.m. at Reporter Newspapers conference room