

PSCA Hand-Off Meeting Minutes
Tuesday, December 22, 2020

Location:

- Conference Call

Call to Order:

- The meeting was call to order at 7:00 PM by *Brent Hoover*.

In Attendance:

- *Brent Hoover*
- *Joseph Zeitler*
- *Mark Hull*
- *Sandy Wilhelm*
- *Ricky Fung-a-Fat*
- *Andy Kierta*
- *Parker Zietler*

Purpose of Meeting:

- Meeting was called for transition of PSCA officers
 - o President; from *Ricky Fung-a-Fat* to *Brent Hoover*
 - o Vice-President; from *Wes Russum* (not in attendance) to *Joseph Zeitler*.
 - o Treasurer; from *Andy Kierta* to *Mark Hull*
 - o Secretary; *Sandy Wilhelm* - no change required

Meeting Agenda Topics:

- Shoot Coordinator
- Budget & Fiscal
- Website
- Misc.

Shoot Coordinator:

- Coordinator will be named by Brent.
- Coordinators responsibilities will include, but are not limited to:
 - o Coordinates the shoots and resolves any date/club conflicts
 - o Keep the master schedule and submits all necessary documents to NSCA
- Ricky to provide existing information to Brent.

Budget & Fiscal:

- Andy Kierta to provide Mark Hull with procedures, templates and documents used for shoot reports
- Mark in process of setting up the necessary financial accounts
- The CD has remained with existing institution; the past process was to only change the name. Andy to change the name from his to Mark Hull.

- Mark to coordinate time with Brent to discuss details of information sharing on finances.
- Andy and Mark to coordinate a wire transfer the first week of January 2021.

Website:

- Website content to be maintained by Parker Zietler.
- Ricky to provide Parker the necessary credentials for accessing site for content maintenance.

Misc:

- Past officers will provide assistance upon request.