

**Minutes of the regular meeting of the elected officers of the American Tarot Association
December 1, 2008**

The meeting was called to order at 9:10 pm EST via conference call.

Presiding: Stephanie Arwen Lynch
Secretary: Sherryl Smith

Present:

President, Stephanie Arwen Lynch
Vice President of Communications, Allan Ritchie
Vice President of Education, Errol McLendon
Vice President of Outreach, Sheri Harshberger
Member-at-Large, Paul Weiss
Treasurer, Tracy Hite
Secretary, Sherryl Smith

The minutes of the meeting of October 20, 2008 were approved as posted.

Reports

Treasurer, Tracy Hite:

Balances as of December 1, 2008:

Checking \$1484.81

Paypal \$9467.77

Total \$10,952.58

Unusual expenses:

\$150.00 to Thalassa Porter for BATS program ad

\$107.41 to GoDaddy.com for domain renewals

Sold \$1210.00 in memberships & \$370.00 in commissionable materials for October.
Membership Coordinator's commission was \$526.67.

Stephanie requested a year-end break down of new members, renewals and number of members lost, as well as a quarterly membership report in the future. This may be difficult to do the way membership records are currently kept. Sherryl suggested that Rickey save January's membership database so he can compare it to the database at the end of the year.

President, Stephanie Arwen Lynch:

No report

Vice President of Communications, Allan Ritchie:

October 2008 FTN & FRN report_(submitted by email)

Free Tarot Network

1. How many Readers were active in the month - 72
2. How many Mentors - 27
3. How many are currently on pending approval - 17

Free Reading Network

1. How many readers were active in the month - 24
2. How many Mentors - 10
3. How many are currently on pending approval - 0

November 2008 FTN & FRN report_(submitted by email)

Free Tarot Network

1. How many Readers were active in the month - 76
2. How many Mentors - 27
3. How many are currently on pending approval - 14

Free Reading Network

1. How many readers were active in the month - 23
2. How many Mentors - 10
3. How many are currently on pending approval - 0

FTN/FRN Organization

I asked Jenine, Richard and Ricky to send me a description of what they do and how many hours it takes.

Richard calls himself the Network Problems Coordinator. He responds to emails received at the Problems@ email address. They come mostly from people who did not receive their readings, or who are trying to request a reading without going through the website. When readings have not been done, Richard either puts them in the exchange or does them himself. Evidently, he's been told not to contact the reader who was originally assigned the reading. This is a problem.

We need to clarify the organizational structure. Currently Ricky is the manager, although Tracy is listed as manager on the website, and Jenine is Assistant Manager. But Jenine has taken on the role of manager by default and seems to be considering herself the manager. Is this acceptable to the board?

Arwen: It appears that someone has misunderstood instructions. We need to ensure that we give good customer service, and we need parameters on each position. Since none of us knows how to do these jobs, let's open a dialog with the network administrators to get their input on the process.

Sherryl suggested that after sorting out the job descriptions and procedures we should think about assigning new titles to the positions and possibly making the top administrator/manager a paid staff position.

Senior Reader Program

Stephanie, Errol and Jenine are on the review committee. Tracy asked to be removed from the committee. Allan will draw up a flow chart of the process and use himself as a test case for applying for Senior Reader status.

Website Update and Budget

Most of the tasks on the list are done and we are close to migration. I've asked Jes to propose three budget levels: a dream budget, moderate budget, and bare minimum to maintain the website.

Sheri asked that Jes create a new page where you access Tarot Reflections that would be consistent with the new look.

Vice President of Education, Errol McLendon

Mentoring Program

We have 23 tutors and 30 students with a potential for 84 students. The program is going well, with a few people confused about whether they are mentoring for the ATA of the reading networks.

Vice President of Outreach, Sheri Harshberger

Café Press Page

I uploaded the PNG images and will make them a bit bigger so they will cover more space on the T-shirts and messenger bags. It appears that our account was closed since we didn't use it, so Tracy will set up a new account.

Member-at-Large, Paul Weiss

Professional Center

I will post a Table of Contents to the board list. This will serve as an outline of the center. The Center should be up and running by the end of the year.

Secretary, Sherryl Smith

We did not make any policy decisions on the discussion list since the last meeting.

Election Committee Report

So far, we have one nominee for each board position, with two weeks left until nominations close. The Elections Officer has been given the password for Survey Monkey. I password protected individual surveys and put the passwords in the Files section of the board list for future reference.

The board agreed that it's a good idea to invite newly elected board members to sit in on meetings a few months in advance of actually joining the board.

New Business

Legal Aid Task Force

It was agreed that the Board does not intend to give legal advice. We want to give people resources for finding their own solutions, via the professional resource center. Paul will write up an announcement for the Quarterly asking the members' input on what kind of legal resources and information they would like to see.

Request from a member to have the ATA sponsor her classes

Errol has forwarded the list of questions that Stephanie posted to the teacher.

The next meeting will be Thursday, January 8, 2009.

The meeting was adjourned at 10:08 PM EST.