

OPA Notes – 3/15/13

Monthly meetings: agreed we want to keep them going, but need to communicate about when folks are in the field, etc. if rescheduling needs to occur

Office furniture: **Julie** will go Wed 3/20 to look for more chairs and additional office furniture for Snell

Accounts: **David H.** will talk to Debra to get updated on OPA accounts

Lunch meetings: Scheduled for the second Tuesday of the month; we missed it in March and will skip ahead to April; will all try to think of a snappy name for the meetings

Hosts: April 9th: **Guillermo**

May 14th: **David D.**

June 11th: **David H.**

New board member: Linnea Anderson will be joining as PR position; Board voted and unanimously agreed – Linnea will be at 3/21 Peers and Beers; **Julie** will be host, **Michelle** will also try to attend

Leadership pizza lunch: need to RSVP to attend; on March 27th @ noon; all board members will talk about their experience and why it's great to be on OPA; **Rebecca** will talk with **Siba** about leading the discussion and then passing it off to the rest; **Michelle** will bring sign-up sheet with position descriptions

PR position description: update the bylaws (**Michelle**); "Public Relations Coordinator" will advertise OPA events, be contact person for media and OPA communications, ...

Spring BBQ: We have Lion's shelter at Avery Park reserved for Sat June 8th from 1-5pm; already have liquor permit; **David D.** will advertise to postdocs and departments, and try to get RSVPs to get approximate head count; OPA will likely purchase some grillables and encourage folks to bring sides; likely purchase a keg of beer or ask for donation from local brewery. Event will be advertised as end of year celebration for postdocs and their families, PIs, department heads, and also to come meet the new board. Start advertising a month before. **Julie** will ask Barb to advertise in all future OPP newsletters. All members will investigate any leads they might have on beer donations.

Elections: Top priority for next meeting; will have sign-up sheet from leadership lunch and figure out how much more recruitment we'll need to do before elections. **Guillermo** will put an ad on the website for future board positions. **Julie** will talk to Barb about removing PR position recruitment request on OPP newsletters, and add that we are recruiting for new board positions – and that elections will be held in May.