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PSDP Board of Directors Minutes 4/6/15, noon PDT/3:00 p.m. EDT

<u>Attendees</u>

Veronica, Elaine, Chanda, Morgance, & Brad

Agenda

- Next Regular Meeting
- Improvement Opportunity Evaluation

This regular meeting was called by verbal agreement during the prior meeting, or by intermediate written reasonable notification made in good faith and agreed to by a majority of board members through email or phone, and was held through videoconferencing.

Next Regular Meeting

To be determined by survey of board members.

•Improvement Opportunity Evaluation

The proposals to improve PSDP that are highlighted below were initially developed with input from PSDP leadership beyond the board of directors (e.g., moderators), in order to help the board more accurately represent and respect the needs and interests of the entire community. The merits and implementation details of these proposals will be worked out in consultation across the broader leadership as well. All proposals were unanimously approved by the board for implementation.

- Quarterly feedback system: More often at the beginning, but every three months in the future. The Secretary solicits mandatory input from leaders on at least one thing we can improve and at least one thing that's going well. This is to keep any issues from stewing and to validate the positive.
- •Moderator terms: optional time off encouraged when needed; clarify in moderator protocol.
- Involve board members in major moderator actions: suspension, unsubscribing, third official warning.
- •Make sure moderator protocol is clear on when one-person action can be taken.
- •Regular review of list rules and moderator protocol by leadership on business calendar.
- •Leadership check system: "If you see something, say something, even if you might be hallucinating!" It's the responsibility/duty/obligation of each person in an official leadership position to proactively run a "leadership check" if something seems not right with a post or action by another leader. It is better to err on the side of running too many leadership checks than not enough. It is not bad to be checked on—these are not warnings or moderator actions, but professional taps on the shoulder, so leaders would need to get over feeling bad for being checked on, or for checking on others. This check system runs independently of the normal listserv rule enforcement system run by moderators; leaders are subject to both systems.
- •On the moderator protocol and list rules, it should be noted that the only job of a moderator is to enforce the rules.