

**DRAFT**  
**PACIFIC TELECOMMUNICATIONS COUNCIL**  
**BOARD OF GOVERNORS - REGULAR MEETING**  
**TUESDAY, November 21, 2006**  
**2:30 - 3:30 PM Hawaiian Standard Time (GMT-10)**

**Participants:**

**Board of Directors:** David Lassner, President and Chair; Robert Mao, Vice-President/Deputy Chair; Bruce Drake, Vice President / Past President and Chair; Ken Zita, Vice President/Conference Chair; Richard Nickelson, Member; Rick Cho, Member; Yoshikazu Kobayashi, Member; Kenji Saga, Member; Way Kiat Wee, Member.

**Advisory Council:** Jay Gillette, Chair, Advisory Council.

**Guests:** Mark Hukill, Senior Advisor, Sharon Nakama, Director of Conferences & Secretariat Manager, Linda Ristow, PTC Fiscal Manager; Bob Bissell, support for Secretary.

**Regrets:** Tim Shea, Vice President /Treasurer; Robert Walp, Vice President / Secretary; Anthony Gardiner, Member, William Lin, Member; Richard Taylor, Member, Gregg Daffner, Vice-chair, Advisory Council, Tara Giunta, Legal Council.

**The meeting commenced at 2:35 PM Honolulu time.**

**1) Approval of Minutes (Reference note from Bob Bissell)**

**APPROVED:** September 20, 2006 (due to no quorum at October 26, 2006 meeting) and October 26, 2006 minutes with minor changes.

**2) Review of Financial Status (Reference notes from Linda Ristow and forthcoming summary of conference revenue)**

Linda Ristow reported on the October financial statements: all is going according to budget. Conference registration revenue is slightly above last year. David Lassner indicated that total cash available is behind last year, by about \$100,000, due mostly to last year's net loss. David expects that a better picture of the financials will be available in January.

David summarized the PTC'07 registrations (down slightly), exhibits (up slightly) and sponsorships to date (looks to be on track). David also requested the participation of the Board of Governors in recruiting more sponsors and promoting conference registration.

Ken Zita indicated that the conference is progressing well with the exception of the Wednesday morning. The expectation is that this will soon be resolved.

**3) Schedule of Meetings at PTC'07:**

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David reviewed the key Board of Governors and Advisory Council meetings during the conference:

- **Board of Governors Meeting (I)** - Saturday, 13 January, 2007, 2:00-6:00pm (Includes transition from Current BG to New BG -- All BG members invited to attend entire meeting). Reception to Follow for Incoming, Outgoing and Continuing BG Members.

The 2006 Board of Governors will convene, complete any outstanding business and turn the reins over to the new Board. The election of officers for 2007 will occur. The current AC officers are invited to sit in on the meeting. The Board will be provided an estimate of the PTC financial picture as a result of the Conference. It was also indicated that tasks for the AC for 2007 will be developed during the meeting.

- **Advisory Council Meeting** - Sunday, 14 January 2007, 10:30am-1:30pm. (Incoming and Continuing AC members):

Jay Gillette described the formalities in reference to the incoming and outgoing AC members. He indicated that it is assumed that the meeting of the Board of Governors will develop tasks for the AC during 2007. David noted that the Board of Governors chair is a member of the Advisory Council and that person will participate in the AC meeting. Members of the Board of Governors are also welcomed to sit in on the meeting.

- **Annual PTC Member's Meeting and Open PTC'08 Planning Meeting** - Wednesday, 17 January 2007, 1:00-2:30pm:

- **Board of Governors Meeting (II)** - Wednesday January 17, 2:30-6:00pm Continuing and Newly Elected Board of Governors.

David Lassner indicated that this meeting will be used to discuss the Conference results and set the direction for the PTC including any bylaw changes or restructuring.

#### **4) Ongoing Discussions of How to Move PTC into the Future**

David Lassner indicated that there is a need to initiate plans for PTC '08 and look at bolder models for the organization. He cited specific concerns

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including the reliance on Ken Zita to organize the conference and the need to recruit members now. Bruce Drake offered that using volunteers to organize the conference will no longer work and that professional services with volunteer assistance is the correct approach. Ken Zita observed generally that despite the challenges of recent years there has been little change in PTC and as a result a sustainable structure has not been attained. He further suggested there is a need to determine whether the PTC should be run like a business or not. Jay Gillette recommended that members review the PTC Mission and Vision and suggested that there is a need for an overall PTC strategy. Richard Nicholson noted that PTC's non-profit status must be a consideration. Ken Zita reminded the Board that there is little time left to prepare for the January meeting.

David indicated that many of the challenges to the PTC have been identified including: the purpose, role, and structure of the Board of Governors and the Advisory Council; the need to focus on rebuilding the conference into a sustainable venture and let go of other less important activities; the specific conference-related issues identified during the July retreat (program content, sales, marketing, managing on-line capabilities, conference management, organization administration); determining where contractors, cooperative relationships and paid staff can be utilized; the need (or not) for an Executive Director and Secretariat staff.

David emphasized the need to develop a plan at the January meetings for presentation to the membership. He suggested a key agenda item for the first would be to identify the Board members willing to take on leadership roles (sales, marketing, membership, etc.). He concluded that a PTC strategic plan must be developed by the conclusion of the '07 conference.

**Action: David will summarize the notes that Stephen Tom made during the July retreat and distribute them to the Board.**

**Next Conference: December 20, 2006**

**Conference concluded at 3:39 PM Honolulu.**