



SOCIETY FOR PERSONALITY ASSESSMENT

FOUNDATION MINUTES

March 10, 2016

Chicago Marriott Downtown

PRESENT:

Bruce Smith (Presiding), Robert Bornstein, Ron Ganellen, Bob Archer, John McNulty, Jill Clemence, Chris Hopwood, Nancy Kaser-Boyd, John Porcerelli, Giselle Hass, Ryan Marek, Emily Dowgwillo, Steven Huprich, JD Smith, Hadas Pade, Virginia Brabender.

A. Meeting opening

SPA Foundation President Bruce Smith opened the meeting and reviewed the agenda.

Virginia wants a mechanism to get members to give money to the funds and legacy planning. We solicit when they pay their dues but we have to keep in mind that it is a disincentive to think about a charitable contribution when we solicit for different funds at the same time.

ACTION ITEM (Bruce): Bruce will contact people in the fundraising world to consult about what we can do and what makes sense for our organization.

H. SPA Foundation Finances

Finances

John McNulty presented the reconciliation of contributions to the Foundation.

SPA Foundation Contributions Reconciliation 2004 to 2015

	Donations	Allocated	Balance
Paul Lerner Lecture	5,900		5,900
Exner Fund	15,280	2,500	12,780
Mary Cerney Award	2,839	596	2,242
SPA Dissertation Fund	5,243	8,990	(3,747)
Student Travel Fund	19,905	5,029	14,876
UAR	65,919	34,911	31,008
Unrestricted	28,967	1,890	27,076
Bank Account Balance	144,053	53,916	90,136

John McNulty stated that the Society has disbursed funds related to several of the Foundation fundraising activities but was not reimbursed by the Foundation (e.g., student travel). It is understood that SPA has been and is responsible for establishing where funds will be allocated, and the Foundation supports those activities. But the Foundation is not required to generate all funds to support those activities.

As of December, 2015 the Foundation balance is approximately \$93,000. In 2015, donations totaled \$4,425, of which \$1,025 were distributed (Exner Fund, Dissertation Grants, and corporate registration fees).

John McNulty reported that we need to give some thought about how to use the monies the Foundation has available. Since the Foundation has a fund for the Learner lecture, this honorarium needs to come out of that.

John McNulty posed a few questions to the Board for consideration:

1. Should any of the funds be defined as endowments? Contributions would increase with the principal. Earnings from the fund would be spent on the purpose of the fund or retained as increases to the principal. There are "new" funds for Early Career travel and Diversity. Do we want to consider setting up endowments and fundraise for them? Until they reach some predetermined level SPA would have to continue supporting those annual expenditures.
2. For endowments, what targets should be set for fundraising efforts to get those funds to some minimal level? For instance, the Exner fund has a balance of almost \$13,000 and \$500 are awarded each year. Annual earning in this investment should provide the necessary \$500. However, the Cerney has averaged \$1,000 a year and this will probably go up (hotel and travel). A principal balance of \$20,000 will be needed (using a 5% rule). Thus, do we want to raise the \$18,000 needed?
3. If not endowments, should we simply pay expenses applicable to the fund each year, up to the available balance? Additional expenses would continue to be covered by SPA, and any balance available would be roll over for use in subsequent years.
4. What should we do with the unrestricted fund balance? Should some amount of the Board meeting expenses be charged to the Foundation, based on the small amount of time spent on Foundation business? Direct operating expenses of the Foundation are minimal.

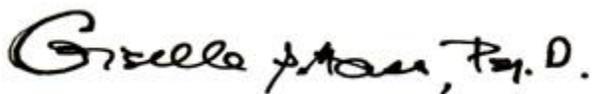
ACTION ITEM (all Board members): Put this item in the agenda for the Fall Board Meeting and talk about it in the meantime.

John McNulty reported that our attorney has advised that we separate the board of SPA from the Foundation board. It is discussed that maybe a different board will have more energy for the tasks of the Foundation. We should also have separate missions.

ACTION ITEM (Bruce): Bruce will think about this and present a plan. The committee will include Bruce, SPA Treasurer, SPAGS board members, another board member and people from the membership. Technically, the membership for the Foundation is the Board, so the SPA board elects the Foundation board members.

There being no further items to discuss, the President adjourned the meeting.

Respectfully submitted,



Giselle Hass, SPA Secretary

SOCIETY FOR PERSONALITY ASSESSMENT FOUNDATION

Fall Board of Trustees Meeting

September 9-11, 2016

Washington D.C.

PRESENT:

Board: Bruce Smith (Presiding), Robert Bornstein, Robert Archer, Paul Arbisi, Giselle Hass, Nancy Kaser-Boyd, Piero Porcelli, Emily Dowgwillo, Virginia Brabender, Hadas Pade, Steven Huprich, JD Smith, Jill Clemence.

Missing: Ron Ganellen, Chris Hopwood, David Streiner.

Central Office: Monica Tune (Administrative Director)

A. Election of new members:

Bruce Thanks retiring officers John McNulty and John Porcerelli.

MOTION: to elect Paul Arbisi and Piero Porcelli as new officers. All in favor.

MOTION: to approve the Foundation Minutes of March, 2016. All in favor.

B. Current composition of the SPA Foundation Board (per SPAF by-laws); addition of two non-board members to current SPAF Board as recommended by our attorney

The foundation attorney recommended we add 2 members who are non-SPA Board members. It is mentioned that the easiest will be to find 2 people in Maryland, DC or Virginia area to come once a year to the Fall Board Meeting. We are all in agreement. The following recommendations were put forth: Steve Lally, Chris Front (both in DC), or Jordan Wright (in New York).

MOTION: that we increase the number of directors of the SPA foundation by two, reserving those slots by two SPA members non-board members. All in favor.

C. SPAF Finances

Bruce is thinking about the need for an endowment. We need to find a recurring form of funding the awards, we take from the unrestricted funds to do it but we want to develop a capital campaign to increase awards. We need to more UAR money immediately because the project was concluded. This money can go into an endowment for research only. We need to find out how easily will be to get this money out if we want, it is likely that a CD will be easy to get out. Archer said that we don't have enough money to do anything with it here, we may want to think about a fundraising campaign. Bob Bornstein noted that we can invest in steps of 20%. It is decided that we need to explore ways to increase and look at liquid investments.

MOTION: to move \$20,000 from the unrestricted funds and invest them into a no-load mutual fund to be decided by the SPA foundation Board. All in favor.

Bruce will like to get out a message to members that we are in the process of forming an Endowment to fund research, and have a line in the registration so people can donate. Nancy thinks outreach is better than a line in the form.

Action item (*Bruce Smith*): This Endowment initiative should go in the newsletter and monthly e-news.

It is discussed how we need to do something with the money and let donors know. SPA lawyer said that the foundation needs to show a pattern of spending money over the years so where it is clear it is supporting the SPA mission. Robert Archer noted that we are so small that all we can do now is fundraise. Robert Archer suggested that we find fundraising experts to get advice.

Grant proposals: We approved a proposal from JD for a small grant. However, we do not have any mechanisms for approving research grants, have not developed IRPs, and have no method to vet proposals. Virginia reminded us that we are funding Sierra's research project in assessment supervision. We may want to let people know that we have money available for research grants. Bruce recommended to set up a small committee and make decisions regarding funding research and empirical studies around the issue of screening v. testing, telehealth testing, and other such critical topics. As a reminder, Bruce noted that the Foundation does not issue grants at all, the foundation donates to SPA to cover those grants.

MOTION: To transfer Foundation funds for research approved by SPA. All in favor.

Action item: Steve Huprich can have the JPA editors review the research. Steve will select the peer reviewers.

After discussion, it is concluded that only 8% or 10% of the grant money should go to indirect expenses.

Action item: JD will find the language to put these issues in the description of IRPs.

It is discussed that people need to present proof of human subjects' review approval, those not affiliated with a university can get it from a hospital, government, etc.

Action item (*Bob Bornstein*): The task force for this project will be composed of JD, and Bob Bornstein after September, 2017. It is mentioned that Chris and Jill may like to be on it but they were not part of this meeting to agree. It is agreed that this committee needs to be set up via email later. This small group can generate a list of what it takes to get grants, sort of developing the framework. Bob Bornstein said that he will get the ball rolling on that.

The issue of leadership of the task force is discussed. It is mentioned that Chris needs to be asked via email if he asks to chair this task force. It is mentioned that Len Simms may be interested in chairing, Jordan, or David Streiner. Discussion turns into who is going to contact them. Virginia said that she wants to meet with Len and a small group of the people interested in this since Bob Bornstein cannot be in charge at this time.

MOTION: that we set up a procedure for awarding small grants of up to \$5,000 with an annual budget of \$10,000 and a committee will be developed to create the mechanisms. Approved by unanimous vote.

D. Exner Award: Awarded to Danielle Burchett.

Adjournment

There being no further business to come before the meeting, the President thanked all attendees and adjourned the meeting.
Respectfully submitted,

Giselle Hass, Recording Secretary