

Board Minutes January 14, 2009

Present: Mara, Lynn, Angie, Theresa

Absent: Harry, Anne, Eve

Minutes from the December 3rd meeting were approved (Angie made the motion, Lynn 2nd, all were in favor.

Action Item from last meeting

Mentor Program – Hilary is providing leadership for this program and stated there were 18 people participating in the program. She is in the process of sending out information. Lynn will touch base with Hilary about sending an update to the membership.

Membership – Tracy sent the 07-08 membership list. Theresa will have more information about current membership next month. Tracy will follow up with Barb about obtaining any electronic information connected with the position.

Proposed Officer Duties – Tracy will work with Mara to develop a survey online to vote for each position. It was agreed to have the old duties and new duties with a box of Approve or Not Approve.

New Item:

The board discussed the need to find a replacement for Barb. It was recommended to contact Malissa Larson to see if she would be interested in stepping into this position. The position would be until November 2010.

Membership Liaison update – Eve was not able to attend. We will move this item to our next meeting.

Stipend Liaison update – Anne was not able to attend. We will move this item to our next meeting.

Continuing Education Liaison – Angie is completing the paperwork to obtain RID CEUs and Rebecca B. from Chemeketa CC is completing the paperwork for CRC CEUs. Both are documenting the process as well as paperwork for the Continuing Education Liaison so this effort can be sustained for all future conferences.

Treasure report – Although membership dues are still trickling in, it seems that the cost of the conference was in the black and the organization has the funds to continue with D&O insurance as well as the conference insurance from AHEAD.

Tracy will connect with Rebecca B. regarding a budget for the Spring Conference.

Spring Conference:

Rebecca is hosting the conference and moved forward with the agenda. The board felt this was great leadership. For future spring conferences, the board needs to provide clarity about who plans the spring conference and whether or not to implement the practice of having the hosting institution plan the conference, keeping the board informed of the agenda. This topic will be on a future agenda as we continue to move the organization forward. We will move Mara's presentation to the fall conference.

Fall conference – cultural competencies is the general theme. Mara asked the board to think about catchy titles.

Action Item:

Mara is working on the SWOT to send to the membership.

Mara and Tracy will work on the online survey regarding officer duties, need to have this to the membership by March 13th.

Mara will also work on the online survey regarding the membership's request to lengthen the fall conference. There was some concerns expressed by the board of additional costs given current and forecasted budgets.

Lynn will touch base with Hilary about sending an update to the membership.

Tracy will follow up on the D&O insurance

Tracy will contact Barb regarding electronic files

Tracy will connect with Rebecca regarding budget; request a rough budget be sent to Theresa.

Tracy will contact Malissa regarding the secretary's position Tracy will draft a "newsletter" regarding the progress of the board. All board members will edit, comment, etc.

Lynn will send Tracy the information on what needs to be updated on the ORAHEAD website.

Future Agenda item:

Membership Liaison update

Stipend Liaison update

Discussion on cost to hire financial advisor to assist with our budget and all the paperwork associated with non-profit status.

Hosting of website, make the change to the AHEAD website

Membership levels and fees – where do vendors fit into our organization

Fall 2010 conference – should we have a partnership with Landmark University. Theresa is taking the lead for this opportunity.