



## ORAHEAD Board Newsletter February 2009

Greetings ORAHEAD members,

I hope this newsletter finds you all well and in good spirits. To keep with our intent for organizational transparency we will be sending out monthly newsletter and the newsletters will be posted to ORAHEAD website. [Http://www.orahead.org](http://www.orahead.org) The synopsis of the discussions below does not adequately depict the struggles of the board and in our efforts to involved the membership, we will be presenting the following at our spring conference.

### **Board Member Resigns:**

It is with sadness that we inform the membership that due to work related circumstances Anne Walker from COCC has resigned her position as Scholarship Liaison. Anne will continue to support the board as much as possible and plans on attending the conferences. She hopes that once work levels out at COCC she can return to a board position.

**Economic/Financial Impacts:** There was much discussion regarding the financial impact of the economy on our institutions and DS budgets. It was generally recognized that institutional support is needed for board members as there are additional costs associated with being board member. This topic really surfaced with respect to the travel stipend and the best way to utilize the funds, assuming we have funds that can be used to support travel. The Board decided to hold off immediately replacing Anne as the organization needs to wrestle with funding issues.

- **Form a committee to review stipends and financial support and incentive for board members.**
- Discuss cost to hire accounting consultant to assist with our budget and all the paperwork associated with non-profit status. **Cost for this will be \$50 to \$75 per hour. Approximately \$350 to \$400 per year.**

**Membership categories:** As our organization has grown, how do we reach out in partnership with vendors and other professionals that may have some associations with our work but are not really in the field? Who can hold office and has voting rights. It was recommended that we look at AHEADs membership categories as a starting point for ORAHEAD. **The board will review the categories, make recommendations and will present to the membership at the spring conference for discussion. Based on that information there may be a formal vote to amend our bylaws regarding membership.**

**Conference Vendors:** This could be one way to increase ORAHEAD revenues. This topic was presented by the Spring Conference planning committee. The committee identified the following questions/concerns:

Our group talked about this and a few questions/concerns came up:

- Does ORAHEAD really need the extra money?
- Would this change the “feel” of the conference?
- Would attendees feel obligated to visit the table, rather than focus on networking?

The board decided not to include vendors at the spring conference but we did want to bring this topic to the membership. **ORAHEAD really could use the funds to support board members participation on the board; however, the last two bullets, we believed the membership needed to be involved in the discussion. We will discuss during the business meeting.**

**Spring Conference** – Rebecca Bolante and the Spring Conference Planning committee are working hard to make this conference pertinent to topics we identified at the end of our Fall conference. Information about the conference will be coming out soon. Angelina is working with Rebecca regarding CEU requirements. So hold the date:

**April 17, 2009—Chemeketa Community College**  
9:00 am - 4:00 pm

**Nominations for Board Members:** Please consider serving your professional organization: President-Elect, Scholarship Liaison, member at large, and Treasurer. Nominations will be accepted at the spring conference and via email.

**Membership Liaison Update:** Due to the new Membership Liaison position, Eve will be responsible for membership dues and will contact Jim at the U of O for list serve access. Eve also drafted a letter to go to institutions where there are no representatives to ORAHEAD. The discussion turned to membership categories and the board tabled the membership drive until we gain clarity about our categories and associated fees.

**Board Meeting** – the board has scheduled the following dates and time for our monthly meeting. If you are interested in attending please let me know. Minutes from the board are also located on the website.

8:15 am – 10:00 am

March 11<sup>th</sup>

April 8<sup>th</sup>

May 13<sup>th</sup>

June 10<sup>th</sup>

For February 11<sup>th</sup> Board Meeting:  
Present: Eve, Theresa, Lynn, Mara, Tracy  
Guest: Rebecca  
Absent: Angie, Harry, Malissa

### **Current Action Items**

Theresa, Eve and Tracy will connect to review membership levels.

Eve will take over membership responsibilities. New members will send membership fees to Eve and Eve will then communicate with James for the listserv. Eve and Theresa will identify the process for transferring of fund.

**Be on the look out for the following emails.**

- Mara to send SWOT to the membership on Feb. 27<sup>th</sup> for feedback
- Please be advised that we will be voting on adopting the new officer duties. This information will be sent out by March 13<sup>th</sup>.

**Future Issues**

Sustainability of ORAHEAD website - Tracy will follow up on AHEAD website guidelines.

**Fall Conference 2009**

President Elect – Mara Sievers is organizing the Fall Conference for 2009. She is working with Surf Sand to schedule this year's fall conference. Mara will work with the membership and send out call for proposals, deadline yet to be determined. The theme will be Cultural Competencies, and I will be sending out a Request for proposals in March. Please be thinking about what you may wish to present, how you wish to be involved, or what you would like to see happen. She would certainly like to hear/see/understand what your ideas are for this year's conference. Mara would like this to be "OUR" conference so let's CREATE THE CONFERENCE TOGETHER! Your enthusiasm, ideas, talents are all welcomed and appreciated!

Additionally, Mara will be sending out a SWOT, which is a Strengths, Weaknesses, Opportunities, Threats assessment, to the organization that will try to capture where we are currently as an organization and how we would all like to move forward. The Board initially started this process at the August, 2008 retreat and we would like to make sure it encapsulates the entire membership's views. Please be expecting that in February from the Board and we look forward to your responses. See note under "Be on the lookout for the following emails."