

Board Meeting Notes
March 11, 2009

Present: Tracey, Lynn, Angelina, Malissa
Absent: Eve, Harry, Mara, Theresa

Minutes from February 11th were approved.

Action items from February:

- Review of membership levels- Theresa, Eve and Tracy will still connect to review membership levels.
- AHEAD website-Tracy found out that there is no additional cost to be linked to the AHEAD website due to ORAHEAD being an affiliate. ORAHEAD will need to establish a format style and decide what kind of details to be included such as links on the website. Angelina accepted the task to head a group and seek volunteers at the Spring conference for this task.
- SWOT feedback- Mara was unable to participate in the meeting but sent an update via email. "SWOT was sent out and the deadline for turning those in are 3/20-starting to receive SWOT analyses from members"
- Vote to the membership- Tracy will send out via email by March 13th
- Mentor program- Lynn will take the lead role in gathering information about potentially establishing a formal mentor program if the organization has an interest. She will invite Hillary to provide feedback about the program either directly to Lynn or at the Spring conference. Board discussed the possibility of developing this as an ongoing role with development of job duties and identifying if a new member at large would need to be developed for this task or if a current role could take on this task.

New items:

- Monthly newsletter- Tracy discussed the value of the newsletter. Is it working for people? Board decided to ask the members for feedback.
 - Is it working for people?
 - Are people reading it?
 - Would posted minutes be sufficient instead of a newsletter?
 - Possibly include board member's vita as a way to connect to the membership
 - Seek input for articles to be included from other ORAHEAD members- if members want something in the newsletter they could simply provide that information to Tracy
- Spring Conference –
 - Bulletin and registration forms have been sent out via email and posted the ORAHEAD website
 - CEUs- Angelina provided the feedback that it may be more beneficial to have the conference committee manage this aspect due to multiple people being involved with limited knowledge (i.e. conference agenda etc). It was

- acknowledged that this being added to the planning committee may be a lot but will most likely be more efficient for CEUs.
- Question was asked about the ability to reduce the fee for speakers- board approved a reduced rate for individuals presenting at the rate of \$20 to offset the cost of food and catering set up
 - Many announcements to be made, board aware of the time constraints at the spring conference.
- Fall Conference-
 - Brief discussion at Spring Business meeting about anticipated participation for the Fall conference
 - Mara would like to send out request for proposals for workshops and presentations for Fall 2009 conference out in March she will send out draft to the Board
 - Discussion about the four members at large-
 - Communications liaison
 - Continuing Education liaison
 - Scholarship/stipend liaison
 - Mentor liaison- something that should be considered to be added?
 - Important dates-
 - Board Meeting dates:
 - April 8th
 - May 13th
 - June 10th
 - Discussion around the July and August dates to be established so people can plan accordingly suggested dates were:
 - July 31st
 - August 7th - occurring potentially at OSU
 - OUS meeting- April 16th at Chemeketa Community College
 - ORAHEAD spring conference- April 17th at Chemeketa Community College

Action Items:

- Tracy will develop the agenda for the business meeting and send out to the board for feedback by the end of March
- Financial advisor discussion- need to discuss the current dedicated monies such as the insurance. Will table this discussion for the next scheduled board meeting