

## **ORAHEAD Board Meeting—May 20, 2011 2pm**

**Members Present: Tim, Tracy, Harry & Betsy**

### **Spring Conference Review-All**

Hilary provided evaluation summaries-BP emailed to Board. Board reviewed comments and suggestions by the membership. Data reflected an above average satisfaction of the conference as a whole. The board also took note of the areas which could be improved and will work to improve satisfaction in these areas at the fall conference.

### **Treasury-Harry**

Recent statement reflects account balance of \$18,592.16.

Banking statements had been going to Mara and were recently forwarded to PCC-will be forwarded to CCC.

An increase in the balance recently was noticed by Harry. Tracy stated there had been several deposits for membership made. Harry has also made deposits. Additionally, Tracy reported that she asks for a statement history each time she deposits to the account.

All tax filings for non-profit status have been taken care of. Harry reported that we will have to wait on the federal taxes until the end of the month to file.

### **AHEAD-All**

#### *Conference Registration & Renewal*

Betsy plans to attend and is being supported through her institution. Harry is interested in attending. Betsy will email the other board members to find out if other members would like to attend.

Harry will send form/payment for affiliate status & umbrella insurance by the 31<sup>st</sup> of May.

The board decided to select the 'complimentary registration to AHEAD'.

#### *Website*

Tim started to build the new website and it is in the process of being moved away from the AHEAD site. Currently there is a link to the old website until the new site is complete.

### **Fall Conference-All**

#### *Brief Overview*

Betsy informed the board that Harry sent the contract and deposit of 400.00 to Surfsand this week.

As in the past years, 40 rooms were reserved for Wednesday and Thursday with a cost of ocean front rooms @149.00 and ocean view rooms @129.00. The room rental of meeting and banquet space is 150.00 per day.

Tim shared that he had contacted OCR & Melissa. He also cc'd the board on the email he sent on to OCR seeking approval , he added that it may take time to get a response from OCR in regards to Tim Sell and Kelly being approved to come to the fall conference. Melissa from WOU has agreed to co-facilitate 'OCR 101'.

Betsy reported to the group that she has asked Karen to contact each of the members who volunteered to help with the fall conference at the spring conference.

Betsy agreed to follow-up with James Bailey regarding Apple and CSUN.

The board agreed to finalize scheduling details for the fall conference at the summer retreat.

### **Summer Retreat-All**

Tim graciously agreed to hold the summer retreat at his home on August 25, 2011.

### **Board Member Nominations**

Tim will send out email to membership regarding board nominations and process. He will include survey to measure the climate around board member stipend & membership vendor decisions. The board will plan to have a formal voting process for the entire membership on these issues at the fall conference. A discussion around the request to include a statement in the nomination communications regarding the time commitment and an institutions willingness to support a person on the board was also heard.

### **Updates**

#### *Next Meetings*

Telephone board meetings were scheduled for 11am to 1pm on June 23, 2011 & July 21, 2011. Again, summer retreat will be held on August 25<sup>th</sup> at Tim's house.

#### *AHEAD Affiliate Call*

Harry reported that he was able to join the very brief affiliate call. He informed the group that they could have information such as the spring conference agenda posted on the AHEAD website. Time agreed to send the items to be posted to AHEAD.

#### *Membership List*

Tracy stated at the current time 9 names were being removed from the list.

### **Adjournment-3:15pm**

BP