

ORAHEAD Board Meeting  
September 9, 2009

Present: Tracey Bentley-Townlin, Mara Sievers, Malissa Larson. Lynn Lodge,  
Angelina Davis,  
Absent: Harry Zweben, Theresa Lowrie

Tracy started the meeting discussing the agenda items to be discussed:

Conference materials, volunteers for conference and  
ORAHEAD Fall conference preparation

- Discussion about the registration form, date changes, specifics to the form and information updated and changed
- Change in the dates for payment for the membership versus payment for the conference in order to keep them separate as discussed in previous meetings. Discussion about the need to pose this option at the business meeting at the same time for the ORAHEAD officers
- Tracy will follow up with Theresa about:
  - The checkbook for the conference
  - The membership fee due date changing to be separate from the ORAHEAD conference registration materials/fees
  - Treasure report for the Fall conference business meeting
  - Follow up with Theresa about membership registration process; potentially send an email out to the membership. In order to keep the membership process separate from the conference registration process. Also a note will be added to the end of the registration form reminding members to register separately for the conference and to be a member of ORAHEAD.
- Board approved the registration form after discussion of the details on the form
- Agenda-
  - Board discussed the detail of the agenda outline, changes were made with the plan to send the agenda and registration to the membership by the end of the week
  - Two slots in the agenda not yet identified, discussion around the potential for the request for proposals and inviting Betsy Pacheco Incoming President- to present on Project Shift and the Social Model
  - Mara will send out the agenda and registration form for the ORAHEAD conference
- Mara and Tracy will work together to create the business meeting agenda during the Fall conference
- To Dos:
  - Tracy will follow up with Theresa
  - Mara- will work with volunteers, contact Kate to renegotiate the deadline for registration, will send out the agenda and the registration this week and send the RFP for the formatting for presenters
  - Lynn will follow up with Betsy P. about the potential of presenting at the ORAHEAD conference and will follow up with Nancy H. about the perspective of the social model.
  - Malissa will follow up with Julia Smith and Kris Kennedy about presenters for the ORAHEAD fall conference

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- Angelina will follow up with Rebecca for CEU requirements & will send out an email to the membership about door prizes for the conference
- Others will follow up with other presenters to obtain abstracts and other conference materials
  
- Tracy will manage the Wednesday training session to collaborate about the presentation for the DS 911, currently scheduled for October 2<sup>nd</sup> 11:00-12:30
- Voting for new officers- Tracy will sent out in October for approval to the board

Meeting adjourned