

ORAHEAD Board Meeting
October 7, 2009

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

Absent: Theresa Lowrie

Approval of minutes- September 9, 2009 approved

Conference detail discussion information:

- Harry will follow up with Theresa to follow up on the logistics of the checkbook for the organization if Theresa is unable to attend the conference.
- Harry reported that there are only a few registration requests so far at this time for the conference.
- Mara spoke with Scott from Incight about the potential for him to attend the conference and present during the TBD time on the agenda for the conference
- Lynn provided update information to Mara in regards to the title for the Social model presentation “To ShIFT or not to ShIFT, looking at the way we do things through a social model lens”
- Mara began working with the volunteers- asked the ORAHEAD board to let her know if they would like to assist in coordinating the volunteers for the conference
- Mara is following up with people to see if abstracts can be provided from the variety of presenters, Mara will send out an additional reminder to people in regards to receiving abstracts
- Discussion around the materials for the conference, do we want to provide copies of materials, have materials available to be saved on a flash drive, or have the materials posted on the ORAHEAD website – it was decided to have hard copies available for the presentations based on the registration numbers. In addition, if people would like to receive the materials in electronic format then the goal would be to have those available on the ORAHEAD website or be sent to participants via email.

Door Prizes

- Tracy has the tickets for the door prizes
- Mara will follow up with Eileen Dowty about door prize organization, requesting from the attendees

CEU's

- Angelina and Rebecca are responsible for CEUs they will need the abstracts from the presentations in order to complete the CEUs.

Food

- Mara has not heard back from Cathie or Susan. Lynn shared that Cathie made a phone call to Kate and has not heard back to move forward with the food order
- Mara asked Lynn to have Cathie call her so she can obtain a new contact for food order for the conference

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Nametags

- Tracy will send an email to the membership about bringing their nametags to the conference with the goal put energy into green efforts

Details of the Business Meeting agenda during the fall conference

- The draft of the agenda was discussed and the details of who will discuss which topic, when the president role shifts over to the incoming president, new business and old business, Spring conference location dates and other business

Any other information

- Next ORAHEAD board meeting is scheduled for October 21, 2009
- Deadline for the conference is October 23rd