

**Minutes of the SCHC Board of Directors Meeting**  
August 20th, 2009 @ 2:30 pm EST

**In attendance:**

Ann Brockhaus  
Stacie Eakin  
Michelle Baker  
Angela Rath  
Michele Sullivan

Mark Cohen  
Pam Kreis  
David Peters  
Bob Skoglund  
Bernie Lindquist  
Darlene Susa-Anderson

**Regrets:**

Suzanne Matuszewski

**Recording Secretary**  
**Special Guest**

Len Hong  
Doug Eisner

**The meeting was called to order at 2:30 pm EST**

**Approval of July 16<sup>th</sup>, 2009 Board of Directors minutes**

B. Lindquist will make the changes to the minutes to note that committee liaisons will invite the committee chairs to the Wednesday October 7<sup>th</sup>, 2009 SCHC strategic planning lunch and 1/2 day afternoon planning session. The chairs are also invited attend after the Wednesday planning session. Note: all dinner attendees will pay for their own meals.

D. Susa-Anderson moved for the approval of the July minutes as amended. The motion was seconded by A. Rath. The minutes were approved as amended. B. Lindquist will finalize and send the final version to the Secretary.

**Follow-up on items from last call**

1. D. Eisner is looking at finding cost savings for the new members' lunch.
2. D. Peters circulated a new list for recording secretary duties in the email of August 18<sup>th</sup>, 2009 under the subject: August SCHC BOD Meeting agenda.
3. D. Peters sent an email to John Gillick seeking legal review of the disclaimer for the GHS speakers' bureau - still waiting for reply from Mr. Gillick.

**Action: P. Kreis and A. Brockhaus will both seek other possible lawyers for SCHC in the event that Mr Gillick is no longer available.**

4. Vendors will be linked to the SCHC website for a 30 day period after a SCHC meeting - completed by D. Peters.

5. Comments from the membership about the ANSI standard will be sent to P. Kreis for submittal.

B. - The SCHC strategic planning summit

- L. Hong is receiving questions from the BOD for use during the summit -deadline of September 2<sup>nd</sup>, 2009
- D. Peters will invite Amy Breedlove and Denese Deeds to attend the summit
- A. Brockhaus will find a location, near ORC, for dinner on Wednesday evening October 7<sup>th</sup>, 2009

C. – Cost Containment Reports

The following actions have been completed:

- Board dinner cost lowered to <\$50 per person for the entrée.
- Phone line at registration desk eliminated.
- Lori and potential family's expenses to attend meetings to assist with registration-keep as is.

**Action: D. Eisner to investigate lower food cost for the vendors night reception.**

Committee members are requested to review cost containment reports and divide recommendations and any other related cost containment ideas into two categories:

1. Cost containment that can be accomplished for the fall 2009 SCHC meeting in Washington DC
2. Cost containment that may be doable after the fall 2009 SCHC meeting.
3. This group of ideas will be discussed at the SCHC October 2009 planning summit.

**A special meeting of the SCHC board of directors will be held on September 4<sup>th</sup>, 2009 at 12:00 to 1:30 pm EST to continue the cost containment analysis.**

**New Business**

- M. Cohen will speak to L. Chaplin about her emailed request.
- The board decided not to place a link on the SCHC website to the OHSА drug free work week since this is not related to the SCHC mission.

Meeting adjourned at 4:00 pm

Acting Recording Secretary

Len Hong