

Meeting Minutes for SCHC Membership Committee

April 4, 2018

Attendees: Adriene, Chris, Jen, Ryan, Michelle, Luc, Amanda

Absent: Atanu, Amanda, Tanisha, Lilliana

Meeting chaired by A Bopp at 2:03PM

February Meeting Minutes

Motion to approve the Minutes as written (Chris /Ryan) (Dr. Luc abstained since he was not in attendance of the Feb. meeting.)

- The motion carried by voice vote

March Meeting Minutes

Motion to approve the Minutes as written (Jen /Chris)

- The motion carried by voice vote

April Agenda

- Motion to approve the agenda as written (Ryan/Adriene)
- Amendments- Meeting Minutes to approved, not agendas. Date for Invite A Friend is due 4/6, not 4/16
 - The motion carried by voice vote

Board Report (Michelle)

- IMPORTANT- SCAM-Phishing alert : If you have received an email from an SCHC officer asking you to buy or donate, Note this is a scam.
- Reminder: keep membership status in good standing. To be a member of a committee/chair, you have to pay dues.
- Danielle – BOD Treasurer – Rene Warner is new Chair of Outreach Committee.
- Jen Mahoney – propose a BOD liason if needed.
- BOD approved for Mark Cohen to be a Distinguished Member
- Exhibit Committee is putting together an Exhibit Sponsorship proposal – ideas can be sent to the Exhibit Comm or their BOD liason Christine Alcott.
- Great news- Attendance is high! For Spring Meeting
- Lori's Contract is renewed
- Atanu Das BOD Chair to run BOD meetings elected by BOD.

Committee Reports:

1. Sub-Committee Reports

- Awards – (Chris) –
 - Distinguished Membership - Michelle updated us for Mark Cohen approval. Adriene has contacted Mark. Lori has been notified that his status can be updated.
 - Past President Award – Anne Thompson (Chris) Update: Ordered same item as Past President, which will be given to her at Spring Meeting, Jen presenting.
 - **Action Item:** Chris will reach out to Lori to find out if Lori has received the gift.
- Website – (Ryan) No update.
- Networking – (Adriene, Chris, Liliana) – 3 Hosts have volunteered for our Networking dinners.
 - Saturday Host: Christian Thorvaldson
 - Sunday Host: Dr. Luc Seguin
 - Monday Host: Kim Gates

Action items:

 - Work out details of shuttle – flexibility if numbers change (Adriene)
 - Update sent to Lori to ask Marketing group to update the info sheet. (Adriene)
- Membership Initiative (Invite a Friend Incentive Program) – (Chris/Adriene) –
 - **Action Item:** SOP write-up (pending) (Chris). Kick off info to be distributed to committee prior by 4/6 for review (Chris).
- New Member Support Initiative (NMSI) – (Dr. Luc/Lilliana) – Blurb sent to Adriene for review.
 - **Action Item:** Response on document (Adriene)

Kick off Plans: Invite a Friend and NMSI

Action Item: Provide information for each program on 4/9. (Adriene)

1. One slide each for slide deck
2. App
3. Newsletter - Outreach

2. Additional Item – None

3. Motion to Adjourn: (Adriene /Luc)

- Adjourned at 2:30PM EST

Next Meeting: Wednesday, May 2 @ 2-3PM EST