

Minutes for Membership Committee
13-May-2015

Committee Reports:

1. Board Report and Committee Action Items – Jen – **not available**
2. Sub-Committee Reports
 - Networking – Adriene
 - i. Follow-up email sent? –**all comments were positive**
 - ii. Connection made for DC planning? – **emails sent, waiting on responses**
 - Awards – Terrae/Paula
 - i. Awards
 1. Review of Certificates – **how do we ALL sign? Should be able to copy in a scanned signature. Certificate background should match background of signature. Signature scanned on a line.**
 2. Gift Certificates from Café Press emailed? – **Terrae – tried one and it worked. Can be emailed to each person as a code. Can be purchased in bulk. Can only be done in increments of \$10. May impact Service which is \$75.**
 3. Post to all to website and Standard Practices – **Ryan will handle after committee vote. Paula will send final write-up and nomination forms as PDFs.**
 4. Post previous winners to website at same time? **Ryan will double check that this has been done.**
 5. **Talk with PDC (Michelle) about how much actual time we will have at meetings – especially for the “biggies”. Review final awards write up. Need a “how to”.**
 - ii. Mentorship
 1. Final Decision – **Committee wants to move forward.**
 2. Information to Board? **Needs to have proposal. Need input from Jen on how extensive proposal has to be. Main request is for an interest email to go to whole**

In Attendance: Ryan, Steve, Paula, Terrae

SCHC membership. Suggestion is to discuss again at June meeting.

- Membership – Steve/Adriene Steve – no comments.
- Website – Ryan – Store link on every page.
 - i. Minutes added? Separate private page. Can still see as a perk when become a member but not actually read the minutes unless you are a member. Not something we as committee can update. Ryan will take our minutes and submit each month.
- Store – Terrae Up and running. Lori is working with finance end.
- Changes in Membership
 1. Final Review of Procedures with logo needs a vote via email by end of week
 2. Post to all to website and Standard Practices - Ryan will handle posting to website after committee vote. Paula will send finals as PDFs. (2 procedures that have the forms on page 2.)
 3. Code for changes in fees – Jen? No word yet on how to handle.

Move to close: Ryan

Second: Steve

Voice Vote: Passed