

## Minutes for Membership Committee

8-April-2015

### Committee Reports:

#### 1. Board Report and Committee Action Items – Jen

- Board needs information on our Mentorship idea and New Membership Statuses from by-law vote needs process and form (see below).
- Strategic Initiatives discussed at next Board meeting. Main focus will be how to go forward. Currently no action items for our committee.

#### 2. Timeline

- Update for Distinguished Service and Reduced Membership (make changes and sent to group for comment)
  - i. Process needed
  - ii. Forms needed
  - iii. Change Online Renewal Form and meeting/course registration
    1. Use Web Committee and/or Lori
    2. Need a code when approved by President?
    3. Reduced amount or percentage decision?
    4. Update Renewal Emails?
- ❖ The process and the form need to be one document. Remove all dates/timing. SCHC logo needs added. Benefits can be taken from the actual by-laws. Terrae/Paula will revise.
- ❖ Once complete – these need to be added to SCHC website/Standard Practices
- ❖ Jen will talk to Web Committee about what we will need to do for a code and then put together a new form. Lori needs included
- Award Presentations
  - i. Timing at Meetings – only give “Biggies” at meetings?
    1. Present the top three at the meetings.
  - ii. Alternate ways to acknowledge
    1. At least announce the winners during our committee report with a comment to pick up certificates during breaks
    2. Work to find a way to send gift certificates via email
    3. Post all winners on rolling slides during meeting
    4. Post all winners to website

- Mentorship Program Development
  - i. Spring Meeting Responses
    1. Less than 10 forms returned out of over 200 people
    2. Board needs updated on this idea and future of it
  - ii. Email follow-up?
    1. Membership Committee needs to discuss if further work is warranted on this. – Done via email after this meeting
    2. If enough interest then the program will be outlined and proposed to the Board.
    3. If Board approves – next steps will be email blast and then another mention at the Fall meeting.

### 3. Sub-Committee Reports

- Networking – Adriene
  - i. General feedback – positive, no issues.
  - ii. Adriene will do a follow up email to all hosts for feedback
  - iii. Plan for future meetings is to connect with someone who currently lives there or is from there.
- Awards – Terrae/Paula
  - i. Jen will work on creating standard certificates for the 4 new awards.
  - ii. Terrae will see if Café Press gift certificates can be emailed versus mailed
  - iii. Logo needs added to the process/nomination form.
  - iv. Slight alterations to Awards text to avoid future confusion. (See new revision)
- Membership – Steve/Adriene Nothing to report
- Website – Ryan
  - i. Links to SCHC store added to multiple pages
  - ii. Notification sent to Social Media for posting on Twitter and Facebook.
  - iii. Discussion about adding meeting minutes from Committees on the Website on Members Only side of the page. Follow up is needed here.
  - iv. Awards information needs added. Once logo is on process/nomination form it can be loaded.
- Store – Terrae

### 4. Spring Meeting Report – Any Attendees are welcome to comment

Move to Close: Ryan Knoblauch

Second: Adriene Bopp

Voice Vote: Passed