

**Minutes of the SCHC Board of Directors Conference Call
October 16, 2008**

Attendees: Bernie Lindquist, Mark Cohen, Michele Sullivan, Pam Kreis, Amy Breedlove, Bob Skoglund, Suzanne Matuszewski, Ann Brockhaus, and Angela Rath

Absent: Stacie Eakin, Michele Baker, Darlene Susa-Anderson, Dave Peters, and Len Hong

- Meeting was chaired by Mark Cohen in Stacie Eakin's absence.
- The presence of a quorum was verified by Mark Cohen.
- Mark Cohen added a topic (GHS Webinar) to the agenda.
- A motion to accept the September 2008 minutes was made and passed unanimously.
- A motion to accept the April 2008 meeting minutes was made and passed unanimously.
- **Bernie Lindquist accepted an action item** to determine SCHC electronic survey capabilities/feasibilities with the web committee and to report back to the Board at the next meeting.
- The Board clarified an understanding that requests for membership surveys can be brought to the board at anytime.
- **Mark Cohen accepted an action item** to ask the board liaison for the program (Darlene Susa-Anderson) and professional development (Dave Peters) committees for updates/feedback on their respective surveys/evaluations from the fall 2008 meeting.
- A motion to hold a retreat for the Board and committee chairs following the fall 2009 meeting was made and passed unanimously. An organizing committee for the retreat will be lead by Mark Cohen and Stacie Eakin. Ann Brockhaus offered to host the retreat at the ORC office.
- **Bob Skoglund accepted an action item** to provide an update on the survey of non-renewing members to the Board at the meeting.
- **Angela Rath accepted an action item** to narrow the options for handouts for the 30th Anniversary to three and to send them to the Board for review and selection.
- **Michele Sullivan accepted an action item** to provide the Board with a detailed proposal for holding a GHS Webinar.
- **Suzanne Matuszewski accepted an action item** to circulate to the Board, as soon as possible via e-mail, an update on the status of the SCHC MSDS Writers course with TEEX that is scheduled to be held in early November.
- A motion to distribute the flyer for the TEEX/SCHC MSDS Writers course was passed unanimously.
- **Suzanne Matuszewski accepted an action item** to provide Lori Chaplin with the TEEX flyer and instructions to distribute it to the SCHC membership.
- Mark Cohen adjourned the meeting.

Submitted by: Bob Skoglund, Acting Recording Secretary

Agenda

Verify Attendance	Bernie Lindquist
Approval of Minutes from April Meeting	Everyone
Approved Minutes from September Meeting	Everyone
Regarding Ad Hoc Committee Surveys: When do we survey again? This was a question raised during the BOD Meeting. I made a note as a discussion topic for the next call.	Everyone
Regarding the decrease in Membership: What can we do to impact the loss of membership? What can we do about the non-renewals identified during the '07 - '08 timeline?	Everyone
Special handouts for the 30th... anniversary next year	Everyone
Updates	Open Discussion
Review Action Items	Bernie
Adjourn	Mark Cohen