

Minutes of February 16, 2006 SCHC Board of Directors Conference Call

Attendees:

Amy Breedlove
Ann Brockhaus
Mark Cohen
Denese Deeds
Len Hong
Pam Kreis
Dan Levine
Dave Peters
Bob Skoglund
Bill Starr
Michele Sullivan

Minutes Approval:

The minutes of the January 16th BOD meeting were reviewed and since only wording revisions were expected, Denese Deeds moved to approve the minutes and Amy Breedlove seconded the motion. The motion was passed unanimously.

Service Award:

There was a discussion regarding a service award to someone who is not a member of the Association. Mark, Denese, and Michele will form a committee to define a new award, which could be given to non-members. It will potentially be called the "Outstanding Recognition Award." Pending a report from the committee, the award will be presented at the Fall meeting.

Strategic Planning

Professional Development:

Dan reported on the progress of the Professional Development committee's work. They have had their second conference call. Each committee member sent in their top five priorities and demographics was most often listed. They feel that the Spring meeting presents the ideal opportunity to survey the membership with a one page questionnaire. It was felt that the questionnaire could be given out to students at the PD courses and then to others at the general meeting. There was a discussion on how to get input from members not attending the PD courses or the meeting, but no conclusion was reached. Len will send out a draft of the questionnaire to the committee next week.

Contingency Planning:

Denese reported on the status of the Contingency Planning committee. Lori has sent a document to Denese with her backup contingency plan. Doug Eisner is working with a member to act as a backup for Arrangements Chairman. The possibility of a vice chair or co-chair was discussed. Another area of concern is to have a backup of records. Denese suggested the use of the Quicken backup service. Users of Quicken can back up files (all files, not just Quicken files) using

a web based service. The cost is about \$25.00 per month. The cost varies based on the amount of data stored. No decision was made.

Demographics:

Amy presented a report on the status of the Demographics committee work. The committee has been established consisting of five members, in addition to the co-chairs, Amy and Bill Starr. The committee plan has been sent to all members of the committee. The report of the Board retreat was also sent for background information. Since the Demographics Committee is also intending to send out a questionnaire, they will review the questions in the Demographic plan for the purpose of refining them to fit in with the PD questionnaire. It's hoped that one questionnaire will suffice for both committees. The first, delayed, task of the committee will be to refine the scope of the assignment.

Meeting Frequency

Bob reported on the work of the Meeting Frequency (Meeting Format) Committee. An e-mail was sent to the Board on February 15 listing a summary of the desired outcomes and aspects of the Meeting Format that are within scope of the project. Suggestions were made by the Board and will be incorporated into the committee's plan. Phase II of the project is complete and the committee will move to Phase III. Bob will be given time at the Spring meeting to discuss the committee's work and to distribute a questionnaire.

Spring Meeting Update:

Only one issue remains concerning the Spring meeting speakers, Brian Hayes/Enzi Senate Bill. Michele is working to resolve the issue.

Other Business:

- Lori's salary was discussed. Dan moved and Denese seconded that Lori's salary be increased when her contract is renewed and that it be reviewed annually. The motion carried. Denese asked that the income and expense numbers be updated for review at the Board meeting in Orlando. We need to keep on top of the costs at the Spring meeting.
- The rooms for the hotel in Orlando are all taken for the Friday before the meeting. If people are having trouble obtaining rooms, they should contact Denese, since we haven't reached our cut-off date yet. Some people have been told that our block of rooms is sold out, but Denese has the name of a person at the hotel who can find additional rooms.

Adjournment:

The meeting was adjourned at 10:25 a.m.

Respectfully submitted,

Bill Starr
March 10, 2006