



BOARD MEETING MINUTES

December 11, 2019

1. Call to Order
The Telephonic Board meeting was called to order on December 11, 2019 by Mary Dorman, President at 12:05 PM.
2. Roll Call
Roll Call was held and there was a quorum. The following members were present: Mary Dorman, Chad Marcus, Ben Ward, Barbara Strouse, and Victoria Bucher.
3. Minutes from November Meeting
The minutes were presented to the Board by email prior to the Board Meeting. A motion to approve the minutes was made by Ben Ward and seconded by Chad Marcus. A vote was had and all members present voted yes to approve the minutes. Accordingly, the motion passed and the minutes were approved.
4. Treasurer Report
In Treasurer Mark Mendez's absence, Ben Ward reported that Mark had been added to the Chapter's account as a signatory. The Board discussed Mary Dorman's need to also be added to the account to enable two signatures on checks when required. Mary agreed to coordinate with Wade Brown who is currently a signatory to get added as a signatory to prevent push back from Wells Fargo. Ben Ward also discussed establishing a budget, and stated that he had started a spreadsheet for the Chapter's annual budget.
5. Standing Committees
 - a. Education Report
Prior to the Board meeting, the Education Report was provided to the Board. The Board discussed the course scheduled for January 2020, and it was noted that currently 6 participants were scheduled for the course.
 - b. Professional Development Report
Victoria Bucher provided an oral Professional Development Report, and stated that she had listened to "Credentialing 101." The Board discussed navigating International's webpage regarding credentialing.
 - c. Membership Report
Barbara Strouse provided an oral Membership Report. The Board discussed strategies to encourage membership renewal and to recruit new members.
6. CHIP
The Board discussed the incentive program.



7. Region 6 Matters

a. Region 6 underwriting fee of \$500

The Board discussed Region 6's request of a \$500 underwriting fee. Ben Ward made a motion that Chapter 26 issue and mail a check to Region 6 in the amount of \$500 for an underwriting fee. Victoria Butcher seconded the motion. All members present voted yes and according the motion passed.

b. Spring Forum April 23 – 25, 2020 Pearl, MS (suburb of Jackson)

The Board discussed the upcoming Spring Forum.

8. Annual Conference-Minneapolis, MN , June 9-12, 2019

The Board discussed the upcoming Annual Conference.

9. Committee Appointments

The Board discussed creating a Communication Committee to increase the Chapter's social media presence.

10. Other

The Board discussed completing the Bylaw revisions in early 2020.

11. Adjourn

After no additional business, the meeting was adjourned at 12.51 PM.