**Ohio AHEAD Board**

**Conference Call Minutes**

August 3, 2017

Present: Carey, Amanda, Alex, Mallorie, Karen, Isabella, Adam, Michelle, Tom, Brenda

Helpful to announce your name before you speak on conference call until we start to recognize voices.

Updates and Reports:

President’s Update:

* Awards selection process

Isabella coordinating group with Tom, Mike, Mallorie and Meghan to review nominations and make selection

* Carey will attend meeting in Columbus next week with law enforcement officials to discuss interactions with people with disabilities
* Affiliate activity at AHEAD national conference

Heard how other affiliates are running

Helpful to connect with other affiliate reps and forming a network of support/consulting

Ohio AHEAD Silent Auction t-shirt basket went for $35

**Conference Co-Chair Update (Amanda)**

Conference call last week with keynote speaker. David McNelly will share experience of student working with ds office and empowering students to be partners

Concurrent sessions are all confirmed—9 session in 3 time blocks

Working with University of Toledo to present Webinar on online accessibility

Amanda will work with Brenda to get Registration/Membership form ready to roll out

Working with conference committee on available hotels and pre-conference social Thursday evening at Miami University

Kris will work on CEU applications

Follow-up with Blackboard: Jenn has not heard from them

Sponsorship question (Adam) – are we still pursuing this?

What are the opportunities? Breakfast, Lunch, Snack

Focus on pursuing sponsorship for 2018 Fall Conference

What would vendors get in return for sponsorship?

Add to future discussion item

**Membership Chair Update (Brenda)**

Carey, Adam and Brenda had a conference call on July 26

Considering revisions to Membership forms and process

New members are sent a Welcome e-mail—Brenda notifies AHEAD to add person to listserv—will use the 15th of the month for check of new members

Five people indicated they were paid thru Institutional Membership but did not do individual membership form

Institutional Membership is a payment form ---one person as contact and lists only names of others

Individual Membership Form—ability to list specific demographic info and areas of interests

**ACTION ITEM: Review by Adam, Brenda, Amanda, Isabella, Alex with suggestions at next conference call**

**Communication Chair Update** **(Alex)**

Discussion over the phone about Communications Committee functions

Karen will send June Board Retreat Minutes to Alex to post to website

Alex will keep web page updated with Fall Conference information

Carey suggested Alex, Amanda and Kris talk about timeline for conference planning and updates to web page

**Treasurer’s Update (Adam)**

In the process of moving notes to Wufoo so more Board members have access

Budget is still in draft form

**Discussion Items:**

* Member gifts

Suggestions: luggage tags, journal notebook with stylus and stand

Do we want to continue with member gifts? What price point?

Membership survey showed gifts not rated high

Membership gifts are distributed at conference to attendees

Should we spend the money elsewhere? Could the funds be used for breakfast?

Budget should be proportional to how important member gifts are—we spent ~$800

Idea: Item with Ohio AHEAD logo to display in ds office

* Review committee descriptions

Do we need PR/Marketing Committee that would liaison with other committees?

How do we reach new members?

Outreach and promotion

We have the ability to form Ad Hoc committees—Carey will propose the idea to Board members to look specifically at PR, outreach, marketing efforts

* Ideas for committee recruitment
* How/who should manage the awards process in the future
* Scholarships
* Items for future discussion.

How do we manage the interest in Ohio AHEAD?

How do we continue to grow?

How do we expand our external presence?

**Next call: Thursday, September 7, 2017 from 9-10am**

**Call for agenda items: please send to Carey no later than 5pm on Monday, September 4, 2017**

**Minutes prepared by**

Karen Saracusa

Secretary

Ohio AHEAD