Ohio AHEAD 2017 Business Meeting - Minutes

October 13, 2017

Oxford, Ohio

The annual business meeting of Ohio AHEAD was called to order at 10:05 am by Carey Busch.

Carey Busch invited members of the Board of Directors to the front of the room and introduced Karen Saracusa, Secretary, Brenda Cooper, membership chair, Meghann Litrell, Isabella Moreno, and Jenn Radt, Past President who were not present at the meeting. Present at the meeting and introduced were Kris Knight and Amanda Weyant, conference co-chairs, Alex Ecklund, communications chair, Tom Webb, Michelle, McGregor, Adam Crawford, Treasurer, Dori Dalton, and Tammy Waldron.

Carey Busch announced that there was not past of new business for consideration and opened the floor for members to bring forth new business. No new business was brought forth.

Carey Busch gave the President’s Report.

The Board of Directors (BOD) had a one-day retreat in June with all but one board member present. During the retreat the BOD discussed the financial structure of Ohio AHEAD and identified current challenges presented by the fiscal year cycle, conference planning cycle, and membership cycle. The BOD agreed to explore better aligning these cycles and it was acknowledged that any change in membership cycle, if proposed, would need to be voted on next year at the business meeting. The BOD also discussed the need to more fully investigate the organization’s fiscal and tax status so agreed to invest money in hiring accountant to review and consult. BOD members also reviewed Statement of Purpose in bylaws and identified many ways in which we are currently fulfilling our purpose and ways in which we may not be as fully meeting the purpose. The BOD discussed a focus on transition as way to expand our fulfillment of purpose by increasing advocacy related to transition, reaching out to organization to increase understanding of support as examples. The BOD also dedicated significant retreat discussion to better defining the scope of committees and generated future ideas to be pursued by each committee.

In addition to the June retreat, the BOD supported the formation of a new Ad-Hoc Committee focused on publicity and public relations. The bylaws allow for the formation of such committees and it was determined that this committee would be formed for one year at which time discussion would be held regarding whether the committee should be proposed as a standing committee or if the work of this committee could be continued in other ways.

There will be two elections in 2018 since the terms for current Treasurer and Secretary end June 30, 2018. The anticipated timeline is that a call for nominations will be released in February 2018 with elections being held in March 2018. Elected individuals will serve from July 1, 2018-June 30, 2020. Call for nominations will be widely circulated, but members were reminded that the election ballot available only to current members.

Members of Ohio AHEAD have expressed growing interest in becoming involved and were reminded that members are encouraged to: volunteer for a committee; run for office; complete your conference evaluation; complete member and benchmarking surveys; send ideas to the Board of Directors; and complete the postcard today indicating how you would like to be involved.

**Treasurer’s Report**

Adam Crawford provided the Treasurer’s report. In September of 2016 Ohio AHEAD had a balance of $12,470.30 and this balance had increased to $15,843.86 by September 2017. Much of this $3,373.56 increase has come through revenues generated by webinars, in particular the ADA Café webinar that Scott Lissner provides for Ohio AHEAD at no cost to us. During the last fiscal year our total income was $9,450.19 and our total expenses were $6,076.13. Most income and expenses are related to the conference.

In Brenda Cooper’s absence, Carey Busch delivered the membership committee report.

Ohio AHEAD currently has 103 members with 15 institutional members. This is a 23% decrease from 2016 when we had 144 members. We had many new members in 2016 due to offering a College Credit Plus webinar free to members. Overall our membership has grown and then held steady with 66 members in 2014 and 110 in 2015.

The membership committee will be conducting a benchmarking survey during the 2017-2018 academic year and plans to make the summary available to members. We are in process of developing the survey so please send any suggestions to the membership committee.

Amanda Weyant provided the conference committee report.

The conference committee has plans to host 2018 conference at Terra State Community College and is exploring ideas for potential webinars. The Conference Committee has been more involved in the overall planning of the conference and developed matrix for evaluating concurrent session proposals since we now receive more session proposals than we can accept.

We have continued the pre-conference social and are seeking feedback on the best time of year for the conference so please give us feedback about the timing on your conference evaluation.

Alex Ecklund provided the communication committee report. Alex acknowledged and thank past committee chair Kurt Soltman for his previous work and continued consultation particularly with the website.The committee successfully renewed BlueHost web hosting services in June and has been working on minimal redesign of the website including color scheme and embedded documents for ease of viewing. The team continues to update the resource page and is continuing to seek blog a resource suggestions with plans to create a link in the near future for individuals to easily submit suggestions.

Carey Busch reminded attendees that the BOD information is available on the website and members may contact the board at ohioahead@gmail.com

The business meeting was concluded at 10:30 a.m.