Ohio AHEAD Board Conference Call

November 2, 2017

Present: Jenn, Mallorie, Michelle, Amanda, Adam, Kris, Alex, Tammy

Not present: Carey, Karen, Dori, Tom, Mike, Brenda, Isabella, Meghann

* President Updates (Amanda)

Carey will send out a “President’s Update” to all members and the listserv Friday which will emphasize ways to get involved and include minutes from the Ohio AHEAD Business meeting.

So far two people have expressed interest in the Public Relations Ad-Hoc Committee

As a reminder, Board members are not required to be committee members, but are invited to do so. If you have an interest in a specific committee please contact the chair.

Would like to have a list of committee members before Thanksgiving so that can be posted on the website along with our finalized committee descriptions.

* Conference Co-Chair Updates (Kris)

85 total attendees, 1 key note speaker, 9 breakout sessions

Still tallying feedback; good feedback about comfortable environment, registration process, food options, but some confusion about invoice payment process and desire for more centralized location in Ohio to alleviate hours of travel

Majority of people did not prefer a spring conference, many liked having the conference paired with the symposium for additional professional development opportunities

Kris will send the feedback to the board within the next week or so

Board can discuss the feedback in the winter meeting to plan for the next conference based on the feedback and preferences (Amanda)

* Membership Chair Updates (Adam)

2018 versions of membership forms should be on Ohio AHEAD website now, two separate forms, encourage colleagues to be attentive to both forms

Can talk with Brenda about reaching out to individual members and institutions about membership forms (Amanda)

Amanda has photographs of award winners if wanting to post those pictures on the Ohio AHEAD website

* Communications Chair Updates (Alex)

Committee has not met since the conference, next meeting is scheduled for November 22

* Treasurer Chair Updates (Adam)

All checks and financial things for the conference are done

Adam will double-check that David has been paid in full as keynote speaker

Typically completes a financial report specific for the annual conference breaking down the budget and income

Carey sent out last year’s report and feedback on relevance/helpfulness of information in the report would be helpful for creating this conference’s report; include on report cost by attendee, money for conference registration, invoice requests, do not include on report money for membership dues (separate report to review)

Contact Adam with any other feedback on conference report (Amanda)

* Other committee/officer updates as time allows

Winter board meeting in December or January (not between December 21-January 2), maybe December 18-20 or January 25-31, will create and send a Doodle poll (Amanda)

Identify who needs to physically be at the winter board meeting and provide a conference call-in option, create an agenda prior for people to determine if they need to attend or just call in, can breakdown meeting schedule with times for each committee to meet so people know when to call in

Agenda could include treasurer fiscal/membership tasks, webinar conference option, ADA café again with Scott, create process calendar (calendar year or academic year) for the organization to provide soft deadlines and timelines

Adam offered OSU to host the winter board meeting as a centralized location again, but CSCC (Tiffany) has expressed interest in hosting meetings as well