

NHSLHA BOARD MEETING  
March 11, 2014

Present: **Board Members** - Todd Butler, Cass Chapman , June Adinah, Carolyn Garrettson, Gina England, Erin Fortier, and Vicki Chesterly. **Visitors** - Joan Shelorr (recently moved from VA), Rebecca Butt (works in schools & at HealthSouth), Annie Doyle (works in schools)

1. Minutes from last meeting. One change that Vicki pointed out was changed for the website posting. Gina said Dr. Skowron's name is spelled this way, not the way I previously typed it. Minutes accepted.
2. Vacancies on the Board: VP of Public Relations, VP of Government Affairs, School Advisor, Continuing Ed Administrator and a University Advisor. All the "advisory" roles are undefined in reality. It is what you want to make of it, in terms of these advisory roles. Todd asked, "What would we envision a school advisory position would look like?" Would it involve being an advocate for membership and for getting involved with the Board? For school based therapists: caseload and compensation are coming to mind as important issues. Joan asked how many are NHSLHA members have joined Special Interest Group #16 of ASHA?

Vicki shared that Katelyn Monahan will become our Audiology representative – she attended one meeting prior to having a baby and is now ready to come back to the Board.

Vicki shared that Meghan Plasted is interested in the Schools advisor position. She also shared that the Constitution allows for committees.

Gina shared that it appears that people are hearing that we are looking for help on the Board but that they don't know what the open positions entail in terms of time commitment, focus of the position, etc. Carolyn said that she thinks we should ask, "What can we do for the SLPs in NH?" before asking them to give time/energy to the organization. People have also shared that they are scared of being on the Board.

Todd mentioned his role as doing continuing ed work by himself and that it would be great for this to be a committee project.

Annie just participated in the yearlong ASHA leadership project. She mentioned they developed a charter and that that is about a group's vision and that it is important to figure out the directions you want to go in. This would be a good thing for NHSLHA to consider doing.

Gina shared that we need to allow our guests to listen and see what we look like with no pressure to sign up for a Board position. We also need to focus

ourselves (upcoming retreat). We need to clarify the role/responsibility of each Board vacancy. Annie Doyle is ready to commit but others need to be offered time to think. Todd asked that others email him or another board member if/when they decide to volunteer with the Board.

Gina suggests we decide upon 3 main goals for the upcoming year or 2 and then see what people's interests are – then we can plug ourselves into areas of focus that we are passionate about.

3. RETREAT: looks like most people can do 4/27/14, which is a Sunday. Everyone at this meeting tonight, except for Rebecca, can attend. Vicki has allergies to cats so June's house won't work. Retreat time would be 9:30 am – 4:30 with lunch from 12:30 – 1:30. The administrative conference room at HealthSouth has comfortable chairs and a large table. Gina will look into that as a possible space. Gina offered her house in Contoocook as well if HealthSouth doesn't work. Todd asks that we send ideas for the agenda to him - the constitution, continuing ed formats, and membership are three ideas. Gina suggests 5-6 topics with one hour for each.
4. Plug-Ins. Todd sent out a previous email to us re: collecting fees and dues directly to our website. Em gave him several suggestions that are free. We already have a PAY PAL account but haven't activated it. It is like 2% per transaction. The group is in support of activating PAY PAL and making it easy to pay. Vicki suggested we do something about automatic renewals. People can opt in/opt out of this. Gina shared that we're looking for someone to take on the website so we don't have to pay for maintaining it long term. She suggests we get a UNH student to get involved – they do tech things all day long now. Vicki shared she wants an SLPA rep as well. Cass shared that she worked with another group that solicited a student in a tech field who wants to put something like this on their resume. We decided we'd like to get a plug-in that allows automatic renewal – Todd will ask Em what she recommends. Some people would like to have the ability for people to pay with credit cards. Todd will explore our options.
5. Todd shared that we got \$240 in checks in memory of an individual named Ron Bouchard. He recently died and his obituary suggested donations be made to NHSLHA or another organization in his memory. We need to decide what to do with this money. We are not necessarily obligated to any specific things with this money – Todd checked with ASHA. What should we do with the money? Start a scholarship fund? Vicki suggested we start a 501C3 corporation that is tax deductible. Vicki will look into what this entails. Todd wonders about assisting a student who is in need of \$ for books. Vicki would love to start a scholarship fund. This is a topic we should each think about and discuss at another meeting. For now, the checks will go to our regular account. We'll withdraw the \$ and put it into a different account when we

- decide what to do. We need to send personal notes to each person who donated money – they should come from Todd.
6. Continuing Ed administrative piece. NHSLHA is an ASHA certified continuing ed administrator. We would want to maintain our certification but this does involve giving ASHA a fair amount of \$. So far in 2014, Todd has done one of these. We need to certify at least 4 to make up our \$750 that we pay to ASHA for this. We tend to make a little bit of money doing this each year. We have never not made some money with this but the fee just went up from \$500 to \$750. Todd just wanted to make us aware of this. We consider this to be a service to the SLPs of the state.
  7. Erin will continue to send out membership reminders. She includes info. re: open Board positions. Gina suggests this info. be sent as an attachment so those who are interested in more info. can get it but most people won't get overwhelmed by all the info. and will attend to the renewal info.

Agenda item for next meeting: gifts to CT and LD.

RETREAT: 4/27/14 9:30-4:30 location TBD  
NEXT BOARD MEETING: 4/8/2014

Notes taken by June Adinah