

NHSLHA  
Meeting 7/21/15

Present: Vicki Chesterly, Cass Chapman, Bridget Powers, Sophie Merrill, Annie Doyle, Gina England, Erin Fortier, Bernadette Quinn, Melissa Mercer, Keri Vasquez

**1. Call to Order**

Anne called the meeting to order.

**2. Review of Minutes** from 5/12/15

As the minutes just became available for before the meeting, the group decided to wait to approve them at the next meeting.

**3. Officers Reports**

- Treasurer- deferred due to Carolyn's absence
- Membership- Cass mentioned that she is going to apply for an open position on the Board of Allied Health in March and may reduce her participation on the NHSLHA board if chosen as a representative
- Public Relations-
  1. Melissa spoke about reciprocity between New England state associations and suggests conversations with other state associations.
  2. Melissa reviewed changes that she has made to the website: added were the newsletter, ASHA action items, link to survey results done by grad. Student, link to Gina's TV interview. Melissa plans to work on fixing the board member page.
  3. Melissa's guest at the last meeting, Jennifer Pizza, has become a member and will be volunteering at the conference. Melissa would like to spearhead a volunteer program in the future.
  4. There was discussion about advertising on the website and the group agreed that consistency in fees is critical, charge for job ads, but not CEU event ads.
  5. Erin spoke about difficulties communicating with other state associations, some have phone numbers some don't. Annie suggested posting to Facebook pages, which she will try.
  6. Also re: the newsletter, Melissa will provide board members with a template for use in developing bios and will highlight a board member each month.
  7. The plan is to publish the newsletter quarterly and members were encouraged to share/write articles to submit. Jon is working on an article. Bernadette offered to write something about insurance coverage for hearing equipment.
- Legislative: Vicki reported that the EHDI (Early Hearing Detection and Intervention) legislation went through the house and now goes to the senate.

**4. Old Business**

- Deferred in lieu of conference planning. Annie is keeping a list.

**5. Regular Business**

- Discussion re: clarification of board roles/positions and who holds each as well as mention that roles should be reexamined at next review of the constitution.
  1. President: Annie Doyle

2. Past President: Todd Butler
3. President Elect: Melissa Mercer
4. Immediate Past President: Vicki Chesterly
5. VP for Government relations and Public Policy: Open
6. VP for Professional Development: Gina England
7. VP for Public Relations: Melissa Mercer
8. VP for Membership: Cass Chapman
9. Treasurer: Carolyn Garrestson
10. Secretary: Bridget Powers
11. Speech/Language Pathology Advisor, Schools: Open
12. Speech/Language Pathology Advisor, Medical: Keri Vasquez, who was nominated by Vicki and seconded by Cass at this meeting
13. Speech/Language Pathology Advisor, Private Practice, Cass Chapman, who was nominated by Vicki and seconded by Bernadette at this meeting
14. SLP-A Advisor: Sophie Merrill
15. Audiology Advisor: Bernadette, who was nominated by Bridget and seconded by Vicki at this meeting
16. University Advisor: open
17. Grad. Student Advisor: open
18. Undergraduate Student Advisor: open

There was general discussion and consensus that member roles should not necessarily be defined by board position, rather that we work as a team so that no members feel overwhelmed by their responsibilities.

- Conference:
  1. Annie expressed appreciation for everyone's hard work.
  2. Advertising was discussed: Keri and Annie are working with Susan Adams to see if we can still take advantage of an ASHA e-blast. Melissa will submit press releases to state newspapers.
  3. All members encouraged to talk it up on social media
  4. All members encouraged to make personal contact with colleagues
  5. Vicki added conference evaluation forms to the drop box
  6. Todd reported via e-mail after the meeting that the CEU application was approved
  7. Gina reported that insurance is all set
  8. Set up crew includes: Melissa, Erin, Sophie, Bridget, Anne and Bernie
  9. Relevant necessary announcements were discussed including: ASHA forms, leaving early and Todd submitted ASHA's requirements via e-mail, after the meeting.
  10. Erin will register board members who plan to attend manually
  11. Gina reported that the SNU laptop is available for our use. Presenters will have their presentations on flash drives.
  12. Registrants will be informed that there will be no printed copies of handouts and that if desired, they should print their own in advance.

## 6. New Business

Anne set up Google calendar reminders for board meetings for one week and 30 minutes before the event.

Anne set up Azendoo for projects.

Anne led a brief discussion about teams: a small number of people with complementary skills who are committed to a common purpose, performance goals and approach, who which they hold themselves mutually accountable (Katzenback and Smith).

**7. Announcements:**

Gina made an announcement about her upcoming conference in Nov. on Dysphagia

**8. Next Meeting: 10/13/15**

**9. Adjournment**

Minutes taken by Bridget Powers