

## NCAHEAD Board Meeting Boone, NC

October 12, 2011

Present: Lance Alexis, Josh Kaufman, Tiffany Bailey, Nance Longworth, Brian Totten, Rebecca Sitton, Miranda Maxey, Katie Monte, Debbie Roberts, Monica Isbel & Janelle Cary.\

Not Present: Rita Sullivant, Judith Harris

- I. Conference Update. Miranda gave an update.
- II. Change in Board Positions
  - a. Changing Membership, Grants, Awards & Scholarships. Currently Rita has all. Will create a separate position for Grants, Awards & Scholarships. Rita will keep Membership.
  - b. Changing Newsletter to Publications. Will be doing a brochure as well.
- III. Budget.
  - a. Update. \$10,388.72 at end of September. Received about \$300. Conference was under \$1,000. Pay Pal is getting more popular.
  - b. Suspend sending both president and president elect to national conference. Not long ago we had double the amount of \$ in budget. Will send only president to national conference for state representation.
  - c. North Carolina ranked 10<sup>th</sup> for the states who went to the Seattle conference.
- IV. Elections

### Positions Open

- a. President-Elect
- b. Treasurer
- c. Secretary
- V. Membership Types
  - a. Vendors/students/others outside DS and the list serve.
  - b. Decided only DS providers would be on list serve.
  - c. Have Rita designate new benefits of being a member specify who gets to be on list serve and who does not for different types of memberships.
- VI. Between Conferences
  - a. Review of all processes e.g. bylaws, informal document, membership. Will have extra board meeting to discuss. 2004 was last time bylaws were reviewed.
- VII. Conference at Wake – March 9<sup>th</sup>
  - a. President elect as the contact
  - b. Decided to have registration fee for conference. Decided to figure out price of conference first, then determine fee.