

## COUNCIL OF STATE HOME CARE ASSOCIATIONS

Council Board of Directors Meeting (Via Conference Call)

Record of Minutes

<b>Date:</b> 1/30/2014	<b>Members Present:</b>		<b>Chair V. Hoak; Sec/Treasurer S. Myers, J. Sorenson, T. Rogers, N. Oliver, J. Lycan</b>
	<b>Members Excused:</b>		Past Chair M. Tetterton, Vice Chair J. Kelly, J. Glenn, R. Wong

AGENDA	DISCUSSION	ACTION / FOLLOWUP
<b>Call to order</b>	Chair Hoak called meeting to order with quorum present at 2:04 PM EST on 1/30/14.	

<b>WELCOME / BOARD SERVICE ISSUES</b>	Chair Hoak began meeting with discussion of board service, and meeting attendance and notices.	
<b>MINUTES</b>	Minutes of the October 2013 board meeting were reviewed as presented.	<b>Motion to accept minutes as presented moved and seconded. Without objection motion carried.</b>
<b>FINANCE</b>	2013 Year-End finances reviewed as presented. <ul style="list-style-type: none"> <li>• YE \$81,829.67</li> </ul> 2014 proposed budget reviewed as presented. <ul style="list-style-type: none"> <li>• Budget is \$37,320; projected YE \$6,810</li> <li>• Membership goal \$20,000</li> </ul>	<b>Motion to accept 2013 YE finances as presented moved and seconded. Without objection motion carried.</b>  <b>Motion to accept 2014 CY budget with the addition of monthly web management fees moved and seconded. Without objection motion carried.</b>
<b>MEMBERSHIP ELIGIBILITY / BYLAWS</b>	Review of Council member survey. Sixty percent (60%) support maintaining current bylaws as written; forty percent (40%) support a more defined bylaws be drafted. * Discussion of industry dynamics and survey results * Discussion of bylaws provisions; purpose, definition of member, etc.	<b>With no proposed change to bylaws, any association representing home care may join; Board will review applications. Board has identified 'purpose and definition of member' in bylaws as need for future review. No timeline for review identified.</b>

<p><b>WEBSITE REDESIGN</b></p>	<p>Chair Hoak reviewed status of new Council website redesign. Mock up of site is ready and will be distributed; expected to 'go live' on Feb. 10, 2014. Passwords will be distributed to current members; webinar on access and use to be offered.</p>	
<p><b>AUGUST 2014 RETREAT</b></p>	<p>Chair Hoak reported that planning committee has met.  * Retreat will be held at the Hyatt in Napa, CA  * Dates: Aug 4-6, 2014  * Reg Fee - \$380/council member; \$100 / guest/spouse  * Room Rates: \$265/night (plus 14% room tax)  *Program: Leadership - Day 1; Membership - Day 2; Best Practices of Member Associations - Day 3  * Sponsorships: Rogers working on cultivating sponsors for the event. Potential sponsorships are \$11K.</p>	
<p><b>NEW BUSINESS</b></p>	<p><b><u>Future Council Projects</u></b> - Discussion of potential new projects to benefit Council members:  * Economic Impact  * HealthCare First  * Other projects</p> <p><b><u>March 22, 2014 - DC Council Dinner</u></b> - J. Kelly and S. Myers working on planning logistics for Council Dinner.</p>	<p><b>Future Council projects to be added to March Board agenda.</b></p>
<p><b>NEXT BOARD MEETING</b></p>	<p><b><u>Next meeting:</u></b>  Board– March 23, 2014 @ 7AM at the Mayflower Hotel lobby restaurant</p>	
<p><b>ADJOURN</b></p>	<p><b>There being no further business, the meeting was adjourned at 3:02PM EST.</b></p>	

Respectfully submitted:  
*Sarah Myers*, Secretary / Treasurer