COUNCIL OF STATE HOME CARE ASSOCIATIONS

Council Board of Directors Meeting (Via Conference Call) **Record of Minutes**

Date: 3/23/2014	**Members Present:**		**Chair V. Hoak, Past Chair M. Tetterton, Vice Chair J. Kelly, Sec/Treasurer S. Myers, J. Sorensen, T. Rogers, N. Oliver, J. Lycan, J. Glenn, R. Wong**
	Members Excused:		

AGENDA	DISCUSSION	ACTION / FOLLOWUP
Call to order	Chair Hoak called meeting to order with quorum present at 8:00 AM EST on 3/23/14.	
WELCOME	Chair Hoak welcomed the full board with all in attendance.	
MINUTES	Minutes of the January 30 board meeting were reviewed as presented.	**Motion to accept minutes as presented with correction of spelling of J. Sorensen's name moved and seconded. Without objection motion carried.**

FINANCE	March finances reviewed as presented.
	• YTD Assets / Liabilities $101,815.76
	  ○ Discussion of Dues and States not renewing (MD/OH)
	  ▪ Discussion of application, resources for members, etc.
	  ○ Review of annual retreat meeting, fees, budget
	  ▪ Communication re retreat, planning thereof and budgeting.
	• Myers asked that future P&Ls include total CY budget and % of budget columns, rather than just one month's worth of data without comparative information.
		Motion to accept the March financials as presented was moved and 2nd. Without objection motion carried.

MEMBERSHIP UPDATE	State Association Data - Members will be reminded that the new Council website allows for states to add their events and they are encouraged to add all events. Website Design and Features - Members are also encouraged to add resources and materials that will benefit all states.	

AUGUST 2014 RETREAT	Draft Agenda - Discussion of planned program. • Overall - Work / Networking; Fees and hotel rates • Day One - Leadership education from 9AM - 3PM with Sue Hansen; Emotional Intelligence and taking this to the next level • Day Two - Marit Peters from Independent Insurance Agents will discuss Race to Relevance and Road to Relevance • Day Three - Reserved time to have best practices showcase (advance opportunity for members to highlight their BP with evidence • Sponsors confirmed: Medline / Bayada for dinners; others being solicited Other ideas - Meetings in coordination with NAHC - Association Mechanics Day possible.	
OLD BUSINESS	Bylaws review - Marcie to Chair with Rachel and Tim assisting.	
NEW BUSINESS	Webinars on Association Management - Topic request send ideas to Chair Hoak. Stipends for Retreat - Board agrees to offer; Chair Hoak to review criteria and send out to Council for comment.	
NEXT BOARD MEETING	**May 29th, 4PM EST Via Conference Call**	
ADJOURN	**There being no further business, the meeting was adjourned at 8:31AM EST**.	

Respectfully submitted:
Sarah Myers, Secretary / Treasurer