

MEHA Board Meeting Minutes  
April 8, 2008

The meeting was called to order by President Larson at 11:35 am. The following Board members were present: Tom Sobolik, Rob Carper, Bill Kass, Kim Carlton, Laura Scheinoha, Mark Clary, Chris Forslund, , Lars Johnson and Angie Wheeler. The following members were present: John Haag, Dan Disrud, Steve Roy, Carol Johnson, Manny Camilon, Jamie Dion, Sharon Smith, Solvei Wilmot, Lori Green and Elliott Marston.

**Agenda**

President Larson reviewed the agenda. The agenda was approved.

**Secretary's Report**

M/S/P Carper/Kass to approve the minutes from February 12, 2008.

**Treasurer's Report**

The Treasurer's Report was handed out. M/S/P Wheeler/Forslund to approve the Treasurer's Report.

(Hibberd arrived at 11:42 am.)

**President's Report**

President Larson reported that a letter was sent in February to Construct Data regarding improper invoicing of the Association. This issue should now be resolved. C. Johnson apologized for the misinformation that resulted in this error.

President Larson gave his thanks and appreciation to the Board Members and Committee Chairs.

**Committee Reports**

*Membership:* Co-chair Disrud reported that we currently have 342 members. Renewals have been sent out. Those present were asked to continue to contact those members that are on the lapsed membership list. There was discussion about including the membership fee with the Spring Conference registration. This has been included.

*Awards:* Chair Forslund reported that the awards process is on track and there have been several wonderful nominations.

*Conference Planning:* Co-Chair Smith reported on the Spring Conference. Registrations are currently coming in. Ecolab has agreed to a partnership and provide \$500 towards attendee gifts. Liaison Kass reported that Co-chair Adler is resigning. If you know of anyone that is interested in serving on the committee, let him know.

*Finance:* Budget forms were handed out. It was suggested that the chair be replaced. President Larson will contact the chair to see if they are interested in continuing in their position.

*History:* Co-chair Camilon reported that the committee was present at 8 events the past year. He would like to expand the committee and will be looking for more members.

*Publications:* Chair Green reported that the Spring issue has been posted. The next deadline is June 1<sup>st</sup>.

*Professional Development & Outreach:* Co-chairs Marston and C. Johnson reported that there was a good turn out of volunteers at the UP Show. They are working on getting vendors for the Spring Conference. The fee for a booth space was discussed.

*Resolution:* Chair Wilmot reported that the Policy & Procedure Manual review is complete.

*Technology:* Co-chair Hibberd reported that there is an issue with the website statistics. We will be switching to a new server in April. It is anticipated that this will be a seamless transition.

## **Old Business**

*Annual Spring Conference Update* – Scholarship Trustee Roy reported that he has researched information on the scholarship fund and golfing. There are issues with golfing: expense, non-inclusive, conference venue restrictions, and session attendance. It was suggested that the golf fund raiser could be done independent of a conference to allow more flexibility for scheduling the conference. This issue was tabled until the next meeting.

*EH Posters* – The revised posters were sent around for comment. Kass reported that they are planning on laminating smaller sheets for the display and larger one's for a rotating display. These will be put on our website as pdf and Power Point so other agencies can use them. Smith will get information on roller displays for Hibberd. M/S/P

Hibberd/Forslund to authorize the ad hoc committee working on the posters to spend up to \$200 to provide printed posters in time for the Spring Conference.

*EH Brochures* – Carlton reported that the brochures have been reprinted.

*NEHA's Biology & Control of Insects Course* – They have proposed to do a two day conference in the fall. There was discussion that this may need to be shortened to one day. It was decided that this needs to be referred to the Conference Planning Committee.

*Student Membership* – Jamie Dion presented a proposal to form a subcommittee on student membership for the School of Public Health. M/S/P Forslund/Scheinoha to form an ad hoc committee per email received from Carlota Medus for a one year period. The fact that the School of Public Health student association could join MEHA as an institutional member was discussed. A budget request form will need to be submitted for this ad hoc committee.

*2008/09 Budget* – Please return forms to Mimi Derry and copy Bill Kass.

*NEHA* – Roy brought up an issue with NEHA eliminating the voting rights of Affiliate Presidents and from the NEHA Board. Reportedly this has been current practice and they are making it official.

*EH Week Proclamation* – Hibberd reported that he is currently working on obtaining the proclamation.

*NEHA Web Conference* – McFee participated in this. This will be discussed at the next meeting.

*Announcements* – Forslund indicated that this will be his last meeting as a Board Member. He expressed his appreciation to everyone for a wonderful experience.

The meeting was adjourned at 1:32 pm.