

IMHCA Board Meeting Agenda - December 6, 2008
Veterans Home - Marshalltown

Present: Lindsey Shutt, Cindy Boyle, Jim Wilwerding, Karin Beschen, Christy Johnston, Bridget Benke, Erik Oostenink

- I. Call to order – 10:00
- II. Acceptance of Agenda
- III. Approval of Minutes
- IV. President's Report
 - covered under new and old business
 - went to licensure board meeting, they meet quarterly. Discussed licensure changes coming up. Will need more supervision hours after 2008. Will be offering a temporary license. Will need to take the NCE to receive the temporary license and complete a 60 hour program. Jim brought up requesting a motion that the temporary license be called something different than temporary license. Everyone was in favor of Erik talking to the board about this.
- V. Treasurer's Report
 - Jim is going to purchase a copy of quicken to help generate reports. This was approved. Jim has to re-enter the last two years of budget stuff due to a virus on the disc. Our current balance is \$9,544.44. Cindy and Jim have to get together to verify the conference expenses and profits from the last conference. There are random deposits that can not be verified where they came from. Jim is working on improving this process. The process to follow for people wanting to post for the job board is that it should go directly to the web coordinator. Then Cindy will e-mail Jim to let him know and he will send out an invoice.
- VI. Old Business
 - A. Board positions
 - Student Position- Lindsey Shutt. Motion by Cindy, second by Christy and everyone else was in favor.
 - We only have one member at large and one student.
 - We still need one student position, one at large member and a position for public policy and legislation.
 - We did not vote in favor or reserving a position on the board for a professor. They are welcome to join the board if they would like as a member at large.
 - B. Tri-fold board for conferences
 - We can order one from Office Depot that is 3" tall and has three panels. Jim will order it for us. It is approximately \$275 to purchase.
 - C. Membership Development
 - Some members are claiming they paid dues and we have no record of this. We will honor this through September 1, 2008. In the new database Cindy has the date when people paid and they all have an ID#. She also keeps track of when they need to renew.

- Cindy will get this straightened out and turn it back over to Bridget to send out certificates for new members.

VII. New Business

A. Scholarship Update

- Dr. Glading donated money in a scholarship of \$1,000. We are going to name it the "IMHCA 2008 Disaster Scholarship Fund" donated by Dr. Glading. This will go to a current or future student whose immediate family was affected by the storms of 2008. We will give out 2 scholarships of \$500 each. They will need a letter verifying that they have been affected by the storms. We will give them a check at our spring conference and let them attend for free. Cindy has developed the application form. She will e-mail it out to the different college programs. Bridget will talk to her friend who writes for the Des Moines Register about doing a press release to advertise this scholarship to get the word out. Put in the school newspapers as well. Deadline will be February 28, 2009 for submission. We will notify them by March 15th that they won.

B. Marketing

- Jim says "We need to do something." ☺ We need to come up with a plan to get our name out there. Jim suggests we do a SWOT analysis with an ad hoc committee. Jim is volunteering to be on the committee. Jim will invite some other members to join this committee. Everyone is in favor. Erik also volunteered.

C. Conference

- Set the date of April 30- May 1, 2009 will be our tentative conference date. The title of the conference will be Connections for Healing: Strengthening Families and Communities. We will have a two day conference with breakout sessions on Thursday and a main speaker on Friday. We are looking at holding it at the Holiday Inn on Merle Hay in Des Moines. We would have a social networking reception on Thursday night at the hotel. We will be sending out a call for proposals soon. We are still brainstorming for keynote speakers. People presenting will get in to the conference free. See proposed budget report for specific fees we are predicting for the 2009 conference.

D. Lobbying

- Need to lobby for us to be eligible providers for Medicaid. Lobby that people with temporary licenses under supervision could also be reimbursed. Erik proposed that we contract with the lobbyist at Orchard Place. \$3,000 per year approximately to the lobbyist for their services. Bridget motions that the board authorizes Erik to negotiate with Orchard Place to enter a contract for services of a lobbyist for up to \$3,200 for a twelve month contract.

E. Web Pay

- Cindy brought up that she would like us to look into a web pay account being set up on our website so people can pay online and hopefully improve the membership process. Cindy will e-mail us with specific numbers.

VIII. Next Board Meeting – Set schedule for 2009

Sat. March 7 10:00 – Des Moines

Sat. May 23 10:00 – Marshalltown

Sat. Aug. 29 10:00 – Des Moines

Sat. Dec. 5 10:00 - Marshalltown

IX. Adjourn