

## **KPHA Board Meeting June 26, 2007**

**Board Members Present:** Holly Whitlock, Sony Armbruster, Janis Goedeke, Ed Kalas, Ed Garner, Eldonna Chesnut, Martha Froetshner, Barbara Mitchell, Debbi Baugher, Ellen Averett

**Staff Members Present:** Elaine Schwartz

**Approval of Minutes:** The Board tabled the minutes – will approve at July's Meeting.

**Fall Conference:** Janis reviewed the schedule of events for the upcoming Fall Conference in Wichita. Elaine said the conference brochure went out via email and we're already getting registrations. We still need a raffle chair for the Fall Conference – we already have lots of good "give-away's". Proceeds from this year's basket sale will go to Greensburg, Kansas. Sanofi Pas will be paying for a dinner hosting an Overland Park Pediatrician to talk about meningitis.

**By-Law Changes:** Ed K. mentioned that the last time the by-laws were amended was when Phil Griffin was President. The changes were based on APHA's new by-laws. Ed K presented a list of potential changes to the by-laws. Over the years we have struggled with keeping members active in their sections. Elaine and Ed have surveyed other public health associations and affiliates and most do not have sections. Many of the section leaders have had a since of failure because lack of participation, time involved, and one year term of section leaders.

- Ed proposed to the Board going from a section organization to a task orientated organization. Ed thinks members are more likely to participate in task orientated events like Day at the Capital, Orientation Manual, so people volunteer their time for that particular task. All of these projects have limited time frames. Sonya said the board needs to come up with projects that make members feel connected or engaged in KPHA – we need to make the association feel part of them. Ed Gardner said that that the board did away with sections – and then the association wanted to bring them back. A member section is a great way to recruit future leaders of KPHA. Many of the current board members came into the association from being a section chairs. Debbi mentioned as a newly elected Administration Section Chair she did not know what to do or where to start. Holly mentioned that we should have a section chair retreat to brainstorm ideas or tasks the sections can accomplish over the year. Holly, Debbi and Ed K volunteered to work on revamping the section chairs task. Elaine said that Ruth Wetta-Hall was interested in a project; Elaine will ask if she is interested in making changes in member sections.

- Ed K. also proposed that he would like to cut the number of board members. Elaine has sent out email surveys to ask opinions of the members, but the majority of members did not answer the survey. Martha suggested we survey members at the Fall Conference. Ed K expressed concern that he is always worried that we won't have quorum at the meetings. The board decided to meet the 4<sup>th</sup> Thursday of each month – with the change of board meeting from quarterly to monthly – we will not do executive meetings. Ed G. said exec meetings were started to meet the gaps between meetings, but since we are meeting monthly there is no need. The Executive Board will meet on an “as needed” basis.
- The Board reviewed the officer's positions. Holly, as the secretary will need to look into the Records and Communication Policy. Ed K would like to extend the presidents term to two years to help build continuity and connection with APHA. The position requirement for President-Elect is to plan the conference and then you become the President – unfortunately you're not prepared to run the board. Eldonna suggested changing the president-elect from the conference chair to the past president. The Board agreed this was a good idea.
- The Board decided to change the by-laws that the Board members term will begin January 1<sup>st</sup> following the annual meeting in September. This will give board members an additional 3 months to train and become familiarized with their new position.
- Allow the board not only determine membership fees, but also structure. This allows for better adaptability to the changing structure of the membership and the overall public health community. We need to ask the association to remove the number of people under organizational member in the by-laws.
- Allow for the use of electronic voting for special meeting and by-law amendments. We can write this into the grant – and buy the software for this. Ed G. mentioned having an open forum so membership can voice their opinion about the proposed by-law changes

**Task Force:**

- Vista Training Coordinator – need someone to help train the vista volunteers. Ed and Elaine will work up a job description.
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**Executive Director Report**-Elaine highlighted her Executive Directors Report