

NWOAHU Board Meeting Minutes

Date: 7/20/2017

Minutes Taken by: Ellen Fendley

Call to order at 3:03 PM

Meeting Location: First Insurance Group; 1755 Indian Wood Circle; Maumee, OH 43537

Prior Meeting Minutes:

5/11/2017 minutes reviewed. Amend to remove mention of no formal report from Treasurer. See written report provided.

President Report:

Expenses Reimbursement P&P was amended based on previous discussion; amended P&P in Packet. Anyone who has meeting expenses for reimbursement, there will be a 60 day time period to submit your expenses. Pull the expense form and submit to Kim for applicable reimbursement from local, state, etc.

Fiscal year is calendar year. Officer year is July-June, elections in April. Most awards are calendar year awards.

There is a strategic plan on our website. This is rather old. We should review for necessary updates.

Expectations of Board: Communicate attendance, would like all board members to be all in with both PACs. Get the recognition ribbons for PAC contributors.

Board will review J&M Agreement in September to make sure defined services and expenses are aligned.

NAHU Convention Orlando:

- NWOAHU received the website award.
- 1332 Waiver – will be discussed at state meeting. Ohio sent letter to HHS about relaxing rules for submitting the 1332 waiver, but Ohio has not submitted a waiver yet. Our letter requested the waiver of consultant requirement, but a bid is out for consultant in the meantime. Possible fix in place with MMO to allow outside territory people to apply.

Succession Planning:

- Nominating Committee for 2018-2019 board year.
 - Will need to replace VP, 2 trustees and re-elect secretary and treasurer. Would like to follow running 4 year succession plan: VP > President Elect > President > Past President
 - Trustees & Committee chairs: It may make sense to align trustees with other positions
 - Legislative Chair: Barb would like to have someone else fill her role. Barb will mentor Sherri Rutter this year. Tracey Cartright was mentioned as a possibility too.

Careworks Workers Comp Program – Call with Andre. (See President Report notes provided in board packet.)

Treasurer:

IN ATTENDANCE	
Ben Otley, President	X
Jason Bradford, Past President	X
Vicki Donovan-Lyle, President Elect / OAHUPAC & HUPAC	X
Elizabeth Pool, Vice President	
Karen Irwin, Programs	X
Ellen Fendley, Secretary	X
Lana Ellison, Trustee	x
Kelly Ryan-Belote, Trustee	
Wendy Schmidt, Trustee	X
Kim Kinnaird, Trustee	X
Sherri Rutter, Membership	X
Barb Gerken, Leg Chair	X
Dave Spiess, Media/Public Relations	X
Denny Recker, Trustee	x

Budget: See Report in Board Packet. Blue items were dropped in from last report. Items in yellow we don't have an expense for yet. Need tax prep expense, web hosting/domain, etc. The yellow event items were difficult to differentiate sponsor, attendee (member/non-member), etc.

The breakdown is part of the registration list Karen sends. She will make sure the registration data is consistent to give the data needed.

Change Ken Hall to \$1500. Budget approved with change.

Membership:

See Report in Board Packet. Sherri will mentor with Barb for Leg Chair and plan Membership replacement.

Hondros has not had a class come through yet, but she maintains contact with them.

Programs:

Karen would like to get the list from J&M of how the meeting emails go to, because they also go to non-members that have at one point made it in to the database.

Continued discussion on meeting locations.

Med Hens: 38 Registered, 35 Reservation – Kim to file the expense report with Agenda to State requesting \$500 reimbursement to NWOAHU from State.

9/27/17 Mini products fair event

10/12/17 NAHU Live meeting at MMO

Will schedule out board meetings and other events in September Board Meeting. Definitely button down date for Products Fair.

HUPAC/OHIO PAC:

HUPAC discussion should be with members only. Ask non-members to leave the room.

Vicki will do a discussion on Tuesday for PAC. Will pursue getting ribbons for PAC recognition.

Legislative:

Barb will stay on as mentor and plan replacement for next year.

1332 Waiver – State is working on the logistics of this.

Loss Ratio data availability on small group.

Media:

Attended meetings in Orlando and had some good discussion regarding markets and newspaper.

Awards:

Presentation of President's Plaque to Jason Bradford.

NWOAHU Achieved Gold Certification through March 31, 2018

New Business:

See notes in Board Packet on Preliminary Agenda

Advertising Coop Dollars:

- Discussed newspaper ad possibility like Western Reserve did with available coop dollars. We have to match the coop dollars we want to spend though. It can be any promotional event the benefits the association as a whole. Social event, publications, etc.
- Incentive program for Careworks program? Gift card for top referring entity?
- Nothing in budget to use these dollars. Plan for next budget period? Look in to running an ad at least for around the \$500 we do have in the budget to take advantage of utilizing the coop dollars.

Region 3 Conference:

- Approximately \$700 in estimated expenses to send all 3. Ben motioned for board approval for expense. Kim second. Board approved.

HUPAC Admin Fund

- Fund allows those dollars to be spent specifically for admin overhead. Copies of 2016 and 2017 budgets and actual YTD. They spend about \$0.25 on the dollar for administrative expenses. Compares to about \$0.30 of similar funds.
- They ask local chapters to make a donation to this fund. Asking Board to consider approving NWOAHU donation from the NWOAHU funds. Will need to be in consideration for this for the next time it is asked for again.

Voting Delegates:

- Anyone available to be wiling when needed and available: Beth, Jason, Kim, Ben, Sherri

Dues:

- Any need to increase dues?
- Ben will see what other locals are doing.

Meeting adjourned 5:04 PM