

**Montana Environmental Health Association  
Board of Directors Meeting  
Phone Conference 3 pm  
March 18, 2010**

MEHA Board Members Present

Crystal Nuno, President  
Christine Hughes, President-Elect  
Karen Solberg, 1<sup>st</sup> Vice President  
Kathy Moore, Treasurer  
Mary Schroeder, Secretary  
Terry Murphy, Past President  
Frank Preskar, Director / Alternate Treasurer  
Theresa Blazicevich, Director  
Jeanna McPherson, Director  
Tom Moore, Director

MEHA Board Members Not Present

Call to Order

Crystal Nuno called the meeting to order at approximately 3:05 pm. The meeting was held by phone conference.

Minutes

Christine Hughes introduced the minutes from February 18, 2010 conference call. Terry Murphy motioned to approve the minutes from February 18, 2010. Karen Solberg second the motion.

Treasurer's Report

Kathy Moore gave the Treasurer's Report. The balance for the MEHA Association checking account is: \$9,096.00. The MEHA Foundation checking account balance is: \$3,085.00. The D.A. Davidson account balance is \$10,770.00.

Terry Murphy motioned to approve the Treasurer's report. Tom Moore second the motion.

Committee Reports

Nominations

Karen Solberg: Nominations forms will be past out at the Spring Conference. Karen will send the forms to Crystal.

Awards

Karen Solberg: Both Montana and Wyoming will present their awards at the Fall Conference banquet.

Legislation

Tom Moore: No report.

### Articles of Incorporation

Crystal Nuno: No report.

### Communications

Christine Hughes: Alisha Johnson is working on the spring newsletter. Christine is unclear if the newsletter can be posted on the website.

### Archives

Tom Moore: Tom has been in contact with Tim Read regarding cleaning and storage of archive material.

Educational material will be given to Frank Preskar. Doris Morgan presently has the educational material.

### Membership

Mary Schroeder: Theresa Blazicevich has sent 30+ pamphlets, letters, and envelopes to new sanitarians and members who did not pay their dues at the 2009 Fall Conference. Mary sent an e-mail to 18 members who will pay dues at the 2010 Spring Conference. Kathy has received dues from six people. Kathy reported MEHA has 106 members.

A discussion followed as to the membership year: Is it October 1 – September 30 or January 1 – December 31. The minutes from 2009 Fall business meeting shows the membership agreed the year was October 1 – September 30. By-laws state the year is January 1 – December 31. However, this will be discussed at the Spring meeting for clarification. Kathy said she has the renewal date of September 30 in the website. Anyone who pays dues on or after October 1 will be paid for FY 2011.

### Foundation

Terry Murphy: Terry will call a meeting of the Foundation Committee. Professional Development will be moved to the Foundation. The money in the Foundation account will be used for education and conferences.

### Professional Improvement

Susan Brueggeman: Susan will contact the Board.

### Conference Planning

Crystal Nuno: Board agreed it was a good idea to send the survey to the membership. 76 out of 106 responded. However, MEHA does not have e-mail addresses for about 10 members.

Theresa brought up the possibility of using Foundation monies to pay a stipend to individuals or counties who could not afford the complete cost of the conference. Kathy said the individuals would have to be a MEHA member. Terry suggested covering the cost of meals. Crystal replied covering meals might not work because everything is in one package. Theresa said we could offer a sum of money. The Foundation will work on a proposal for the Spring Conference.

Crystal discussed the agreement letter from Xanterra. The planning committee has agreed to a minimum of 125 attendees, 90 from Montana and 35 from Wyoming and a maximum of 210 attendees.

The planning committee had to agree to fill 60 rooms at Mammoth or be charged. Wyoming will probably fill the rooms because their of the in-state requirement.

Crystal said the first night at Mammoth must be paid on October 1. All credit cards holding a room at Mammoth will be charged on October 4 for one night. 50% of the conference fee will have to be paid by

September 20 and the remainder due the week of October 18 (week of the conference). The electronic registration form should be ready to use for the Fall Conference.

Tom questioned the required bar tab. Could this amount be reached? Crystal will contact Wyoming and tell them our concerns about the bar tab. The bar will be opened 7-9 pm at the mixer and 6-9 at the banquet.

Discussion on late fees. It was agreed that a late fee should be charged after September 20. Kathy liked the late fee concept since late registrations proves to be a problem for planning. Also discussed a possible "no refund policy" after October 4. Terry said to be careful of a no refund policy and not be rigid. Many things could happen that would prevent a person from attending.

Terry Murphy moved to go ahead with the planning of the 2010 Fall Conference at Mammoth. Kathy Moore second the motion.

Terry asked about the speakers. A discussion on EPA training with all travel, lodging and meals for speakers paid by EPA. EPA has a contract with University of Minnesota. The University of Minnesota will send two speakers. Mary asked who will pay for the speakers that Wyoming brings in for their tracts. Will Montana be required to pay part of the fee for the Wyoming speakers or will Wyoming pay?

Terry asked if anyone has contacted Idaho to join the conference. He said we should try to get as many people as possible. Kathy mentioned we are limited to 210 people for the conference.

Crystal asked that we think of a theme for the conference.

#### Old Business

Kathy Moore reported on Wild Apricot and our web membership. Kathy Moore is working on members to access membership list and contact information. Administrators authorized on the website are: Kathy Moore, Christine Hughes, Crystal Nuno and Denise Moldroski. Kathy and Denise Moldroski will try to have the website ready to be introduced at the Spring Conference. Kathy will send the new link to the website. Board members are asked to login and try the website.

O'Brien's have excellent choices for lunch under \$8.00. The Board agreed to have the Lasagna Bar for the business lunch. Kathy will bring coolers. If anyone has a cooler let Kathy know. We will purchase soda, juice and water since beverages are not included with the lunch from O'Brien's. If anyone wants to be a moderator at the Spring Conference tell Crystal.

#### New Business

Crystal Nuno discussed the letter from Susan Brueggeman resigning as the MEHA representative on Montana Public Health System Improvement Task Force. Crystal has asked Jennifer Pinnow to fill the position and Jennifer has accepted. Terry Murphy moved to have Jennifer Pinnow as the representative. Mary Schroeder second the motion.

Mary Schroeder discussed the letter from the University of Montana asking if MEHA will be sponsoring a scholarship. The Board agreed that we were not seeing positive results from the scholarships since the people were not working in the environmental health field. The Board felt the money should be spent on members for education and conferences. Mary will write a letter to the university stating MEHA will not be sponsoring a scholarship.

The next meeting is to be held April 15<sup>th</sup> by phone conference at 3 p.m. Kathy Moore motioned to adjourn the meeting. Tom Moore seconded the motion. The meeting ended at 4:35 p.m.

