

Montana Environmental Health Association
Spring Business Meeting
May 3, 2011
iLinc Conference Call Originating from Helena, Montana

MEHA Board Members Present:

Christine Hughes, President
Crystal Nuño, Past President
Karen Solberg, President-Elect
Ruth Piccone, 1st Vice President
Kathy Moore, Treasurer
Paul Reeves, Secretary
Frank Preskar, Alternate Treasurer/Director
Greg McGann, Director
Tom Moore, Director

MEHA Board Members Absent:

Steve Kilbreath, Director

Call to Order: Christine called the conference call to order at 10:38 am.

Roll Call: Ruth took a roll call of the MEHA membership from the current paid member list. The iLinc indicated a total of 24 persons attending, with 17 paid MEHA members eligible to vote.

Minutes: Minutes from the fall membership meeting October 19, 2011 were posted on the MEHA website prior to this meeting. Chad Lanes moved to approve minutes. Someone seconded the motion and the motion carried.

Treasurer's Report: Kathy presented the current report prepared on April 30 (attached). The costs of accepting online credit cards for membership dues may not be worth it. This issue has been discussed and will be voted on in the future. WEHA has been paid in full from last fall's conference. Kathy will find out why the bank mistakenly changed our savings to a checking account. Karen proposed approval of the treasurer's report. Tom seconded, and the motion passed.

Committee Reports:

- * **Board Nominations:** Paul Reeves resigned as secretary this morning due to additional work responsibilities. Ruth will add this position to the nomination form, along with the First VP, Treasurer and two Director positions.
- * **Awards:** Ruth encouraged nominations. Previous award winners are listed at the MEHA web site, www.mehaweb.org. Ruth assured that if anyone is hesitant to make a nomination because of the public speaking aspect of the awards ceremony, the committee will gladly present the award.
- * **Articles of Incorporation:** Ruth reported Gene Pizzini volunteered to join this committee. Ruth would like to combine the two documents into one "Constitution and By-Laws".
- * **Legislation/Resolutions:** Tom gave a brief update on the legislative changes related to environmental health, specifically HB 191 regarding registration of non-profit food events, HB 258 allowing guest ranches to serve food to day visitors without licensing, HB 559 making health standards for guest ranches voluntary, HB 352 allowing public water systems 5 years to fix nitrate problems and to use bottled water, HB 89 reducing time for subdivision review, and HB 28 revising septic mixing zones.
- * **Conference Planning:** Christine announced the fall conference will be held at the Billings Holiday Inn Grand from September 12th through the 14th. Conference calls with MPHA are going well.

The Executive Director of NEHA is invited and there will be multiple topics interesting to both public health nurses and environmental health specialists.

- * **Membership:** Christine stated that many members still owe dues for this year.
- * **Communications:** Christine reported no activity.
- * **Archives:** Tom reported no activity.
- * **Foundation:** Chrystal reported no meeting has occurred yet. Kathy encouraged us to start looking into silent auction items and new ideas for fund raising.
- * **Workforce & Professional Development:** Crystal is working with Jennifer Reiser (Pinnow) to create a summary.

Old Business: None.

New Business:

- * **Spring Conference:** Christine began a discussion of how a strategic plan could improve MEHA functions. Karen presented the NEHA strategic plan as an example. Ruth felt a plan would keep us on task and formalize what we already do. Mary Lou Gilman supports the idea.
- * **Future Fall Conference Planning:** Christine pointed out that moving our conferences around the state randomly causes confusion and takes a lot of time to work out venue logistics. Chad pointed out that we have discussed this issue before and that it would be helpful to work with a single hotel chain. Mary Lou noted that the local health department needs to be involved if they want the conference in their home town. Christine intends to bring up a rotating schedule of Billings, Missoula and Great Falls at the next fall conference for a vote.
- * **Legislative Lobbyist:** Christine asked if continued involvement in legislative activity is still a priority for MEHA. Ruth brought up that MEHA made a difference in amending legislative changes. Christine stated it gives MEHA a voice. Crystal thanked Christine for all her many hours of great work. AMPHO will help gather information about the costs and benefits of lobbyists to be presented at the fall conference.

Other Comments: Mary Lou likes the iLinc meeting format.

Adjournment: Karen motioned, Mary Lou seconded, and the members agreed to end the meeting at 11:34 am.

MEHA Board of Directors

Treasurer's Report

Prepared April 30, 2011

Association & Foundation Information:

Limited financial activity continues this period. Income from membership fees is \$1,800, or about 36% of our budgeted membership amount of \$5,000. Our full revenue projection, including budgeted revenue for the Fall conference for FY2011 is \$23,250 and we have received 7.8% of that amount.

Expenses for this fiscal year are at \$2,293 or about 11% of our total budgeted amount. This is consistent with past years.

Account Balances through April 30, 2011:

| | |
|---------------------------|---------------------|
| MEHA Association Checking | \$ 3,449.81 |
| MEHA Association Savings | \$ 8,102.03 |
| MEHA Foundation Checking | \$ 1,978.07 |
| MEHA Foundation Savings | \$ 879.02 |
| <u>6 Month CD</u> | <u>\$ 10,012.00</u> |
| TOTAL | \$24,420.93 |

Treasurer To-Dos:

- ~~Close out fiscal year 2010 - I am auditing my own work, but our draft final budget for FY2010 is copied below for your review. As you can see, we spent slightly more than we took in, generating a net loss for this year of \$382. Complete~~
- Prepare a tax return for FY 2010- **not complete**. (IRS will notify)
- ~~Analyze the cost of our online presence and of accepting credit cards. - Done~~ -discussed during the January board meeting
- Reconcile the online income report to our bank account - **through January**
- Prepare a report on the Foundation account to present to the Foundation Board - **draft budget prepared; cash on hand report prepared - needs to be sent to the foundation.**
- ~~Purchase computer, software - completed~~
- ~~Purchase CD - Purchased a 6-month CD at our credit union.~~

- ~~Correct budget presented to membership in Oct. 2010 – over reported expenses. - Corrected and will present at spring membership meeting.~~
- ~~File reports with Secretary of State -completed~~

Budget Alerts?

- The Foundation bank account was changed by the bank sometime in April, resulting in what appears to be two checking accounts and no savings account. I will follow up on this ASAP.