

**Arkansas SOPHE Executive and General Membership Meeting Minutes
October 26, 2007
11:00 a.m. and 12:00 a.m.**

Participants 11am

Janie Runkle
Kim Miller
Dana Smith
Jenna Beck
Kanisha Caesar
Carrie Poston
Dana Hobby
Janea Snyder
Barbie Brunner
Amanda Harvey
Kim Dean

Absent

Alison Rose
Chara Stewart
Lisa Weaver
Carla Gilbreath

Participants 12pm

Laura Mayfield
Indu Soora
Dana Smith
Jenna Beck
Kanisha Caesar
Carrie Poston
Dana Hobby
Janea Snyder
Barbie Brunner
Amanda Harvey
Kim Dean
Kim Miller
Janie Runkle

Topic:

Scholarship Report

Discussion:

Kim Dean discussed contacts that we have at schools. A scholarship committee will be formed after checking into rules for selection. Kim will distribute more information through email.

Topic:

SOPHE Conference (Future 2008)

Discussion:

Ideas regarding dates, topics, and breaking the event up to include northern and southern areas in the state are needed at this time. A group will be formed to develop ideas. Kanisha suggested contacting members in the northern and southern regions through email to get their ideas and find co-chairs. There will be no more than three events.

Topic:

UAMS Head Start/Early Head Start Holiday Adopt-A-Classroom Project

Discussion:

Kim Miller had been contacted by the director to see if we would be taking part in the project this year. A handout with information was given. Everyone agreed to continue to take part. Kim Miller volunteered to be the head of this project once again. She will send more information to members by email. We voted on a monetary

amount for AR SOPHE to spend. Dana Smith made a motion to spend \$400. Kanisha seconded.

Topic:

Discussion:

Executive Officers' Reports

Dana S.- There were 381 CEU hours awarded for the last year which totaled \$285 in profit.

Carrie- No report

Janie- Janie did not receive enough articles to create a newsletter. Instead of a newsletter, Dana will add the articles to the website. Executive officers need to submit something to Janie within the next 2 weeks. We may post bios for new members on website.

Barbie- Barbie will be going to the annual meeting in Virginia. She will report back about by-law changes regarding the 15-member requirement. Three chapters have been lost over the past two years.

Kim M.- Financial and conference report given. We balanced this year and have \$12,503.66 in our account.

Dana H.-Membership roster is up-to-date. Representatives will go to UALR and UCA to recruit members.

Amanda- No report

Kanisha- No report

Topic:

Discussion:

Other Business

A.) The next CHES exam is in April. We discussed the need to publicize the CHES prep taught by Barbara Hagar at UALR or for SOPHE to offer some type of study help. We may ask Dr. Rainey to talk at a future meeting.

B.) Barbie talked about Conflict of Interest Forms and the need to keep those on file. Folders were given which contained the form to be signed and returned.

C.) Kanisha mentioned a new place to hold meetings. She will send Alison more information.

Topic:

Discussion:

Meeting Adjourned

The meetings ended at 12:55. Alison will send schedule of future meetings.