



## Executive Committee Meeting Minutes January 26, 2010

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### Participants:

Rosemary Alcon, President  
Dana Smith, Vice-President  
Jacquie Rainey, National Delegate  
Amanda Harvey, Past President  
Felicia Taylor, President Elect  
Sue Porbeck, Member at Large - Conference Chair  
Sara Daniel, Member at Large - Professional Preparation  
Carrie Poston, Member at Large - Grants

### Conference Call

Jenna Beck, Secretary  
Kim Miller, Treasurer  
Janie Runkle, Historian  
Barbie Brunner, Member at Large - Bylaws

### Business:

- Dana Smith – Presented the budget for Kim Miller. The total was \$11,299.00. We voted on the budget for the year, \$6038.00. We increased the scholarship amount from \$500 – \$1000. The service project amount also increased. Jacquie Rainey made a motion to approve the budget and Sue Porbeck seconded.
- Dana – Intern at UAMS if anyone has old AR SOPHE materials that need to be archived.
- The AR SOPHE Conference will be held on March 2<sup>nd</sup> at UALR. Much discussion took place regarding the conference. Sue has a draft of the program, has speakers confirmed, and put together a schedule. Diane Allensworth, SOPHE President, is our keynote speaker. Her arrival and departure were discussed. The exhibitor letters will be sent out Thursday. The student portion needs some additional ideas and work which Sue will work on. Amanda Harvey suggested a speaker, Larry Green for next year. She will look into contacting him. Janie will create the program after receiving approved information. Dana will create speaker bios and send out to get approved. Lunch will more than likely be a fajita bar. We will check to see if National SOPHE will pay travel expenses for Diane. **Executive Committee members are encouraged to donate something as a door prize for the conference.**
- The strategic 5 year plan was discussed briefly. Rosemary and Jacquie will work on the plan and get it approved. Number of national members was discussed. Officer roles are located on the AR SOPHE website on the Home screen under Executive Committee Job Descriptions. Feel free to look over these roles. This was also passed out at the meeting.
- Jacquie Rainey, National Delegate - National by-laws have changed. She reviewed the changes and made sure ours were consistent with theirs. Chapter development will be discussed further in the future.

- There was discussion about the AR SOPHE Awards being given out at the AR SOPHE Conference. Janie Runkle and Dana Smith will work together to get the award forms out to members. **Executive Committee members are encouraged to nominate someone for the awards.**
- We discussed National SOPHE conferences. Rosemary may attend in Denver this year and Jacquie Rainey will attend the conference as the National Delegate. The Executive Committee would like a review of what happened at the New Orleans conference last year.

Meeting adjourned at 11:15am.