**South Dakota Dental Hygienists’ Association**

**Post Annual Session Executive Board Meeting**

**Rushmore Hotel May 18th 2013 at 3:30 p.m.**

 The Post Annual Session Executive Board Meeting of the SDDHA was held May 18, 2013 at 3:30 P.M in the Rushmore Hotel, the president being in the chair and the Secretary being present. The minutes of the Annual Session Executive Pre-Board and Business Luncheon were read and approved as corrected.

A quorum was established with board members Melissa Hill, Raye Brown, Kaitelyn Wudel, Cabrina Schatz Mckinnon, Zona Hornstra, Abby Schiley, Arissa Olien, Sheryl Fix, Cindy Dellman, Tami Peterson, Jackie Mercer, and Pat Aylward.

 A brief Orientation and introduction of new and incumbent officers was held. By-Laws, Policies and Procedures, and the Mission Statement were reviewed. All necessary items were transferred to the newly elected officers. Contact information was updated and obtained from all board members. The current sddha gmail will remain as the official email for each board member. Cindy Delllman gave instructions how to access the website. She also gave an instruction print out how to use Constant contact and Facebook.

Annual session was reviewed including financial reports and the number of attendees.

 Fix announced that we made $971 at the annual meeting. $176 was made in the silent auction. The saddle raffle was $250. The loop light was $220 and $325 was made in general merchandise. There were 66 attendees. The registration total was $5,405.00. A $6,000 grant was awarded from Delta Dental. Brown discussed the grant will assist the Association to bring in national speakers.

The Semi-Annual Session will be held September 28, 2013. The board meeting will be held September 27 at 1:00 P.M. Board members agreed 25 sleeping rooms and 1 room for the social will be reserved. **EB 302-13**  Raye Brown moved “to hold a wine and cheese social with a silent auction of donated items will be held the evening of September 27, 2013” Motion adopted after debate.

The 2014 Legislative breakfast will be held Monday January 27th, 2014. A board meeting will be held January 26th at 3:00 P.M. The food and item sign-up sheet will be updated and finalized at Semi-Annual meeting.

The Annual Session will be held in Sheraton Hotel, Sioux Falls, SD May 16-17, 2014. The board meeting will be held May 15th at 1:00 P.M. Marketing- including constant contacts, social media, and flyers were discussed by the board members. Board members agreed the Vice President will coordinate the exhibit hall and CE schedules so that participants of the SDDHA Annual session will be able to attend the exhibits.

A June 3, 2013 conference call was tentatively set for the Collaborative Agreement/HB1045 Committee.

 **EB 302-14** Brown moved “to review and revise the budget in correlation with the strategic plan” The motion was referred to a committee appointed by the President of Schiley, Brown, and Hornstra with instructions to report at the next meeting.

The application deadline for “Unleashing Your Potential is August 1, 2013. All hygienists are welcome to apply.

**EB 302-15** Brown moved “to install at Toothatholon in Sioux Falls for Nation Dental Hygiene Month.” Motion was referred to a committee appointed by the President of the members residing on the East side of the state with instruction to report at the next meeting.

**EB 302-16** Aylward moved “to have SDDHA develop a state level membership benefit list and have it available on SDDHA website so non members can see it and learn the benefits to belonging to SDDHA.” The motion was referred to a committee appointed by the President of Aylward and Dellman with instructions to report at the next meeting.

 The board members held a discussion about Facebook. The Sioux Falls Component gave held prize give-aways to increase social “traffic” and “likes”

 The board members agreed that memorials will be handled by a case by case basis.

 The board members agreed the official name will be Mitchell Component.

The board members agreed to develop a minimum of two goals for each position that correlates with the strategic plan with instruction to report at the next meeting. Hill provided a sample of a goal outline.

 Brown presented a proposed sign-up sheet and CE card template for continuing education meetings. Aylward suggested adding phone numbers to the signup sheet.

**EB 302-17** Dellman moved “that Policies and Procedures manual only be saved to a flash drive instead of having to print and put into a binder”. The motion was postponed until the next meeting.

Aylward suggested assistants should be added to Constant Contacts.

 **EB 302-18** Brown moved “to send a survey through Constant Contacts to 2013 Annual Session attendees. The motion was adopted. Dellman will conduct the survey.

 The meeting adjourned at 7:18 P.M.