

**2018 ACHE NEW ENGLAND REGION COMMITTEE MEETING**

For Meeting Held: 5/17/2018, by conference call

Call In: (515) 604-9649; Access Code: 865467

**Minutes**

Attendees:

<b>Agenda Item</b>	<b>Main Discussion Points</b>	<b>Action Items</b>
<b>CALL TO ORDER</b>	Chair (Jim) called the meeting to order at 3:05 pm, followed by roll call.	
<b>Attendees:</b>	Present: Leah Ben-Ami, Bill Boozang, Jim Dehner, Rae Ann Durocher, Amy Finamore, Brianna Parsons, Tricia Tyler, Marc Wilson Absent: Nicolette Aduama, Tammy Dow, Paula Hogard, Toni Pinckney	
<b>Minutes of Last Meeting</b>	Approved for 4/19/2018 conference call meeting.	Our meeting minutes are now posted on the ACHE website.
<b>DISCUSSION</b>	<p><b>Treasurer's Report</b></p> <ul style="list-style-type: none"> <li>- We have \$12,971 in the bank.</li> </ul> <p><b>Membership Request Letter</b></p> <ul style="list-style-type: none"> <li>- Letter has been approved and edited.</li> </ul> <p><b>Webinar Survey / Timeline</b></p> <ul style="list-style-type: none"> <li>- Survey sent in March to entire ACHE membership re: best webinar topic.</li> <li>- Winning topic: Online Programming.</li> <li>- Amy suggested Dr. Alanka P. Brown, who teaches online for SNHU.</li> <li>- Propose \$300 stipend, or perhaps she will host pro bono?</li> </ul> <p><b>Proposal for Volunteer Days</b></p> <p><b>Sponsorship Ideas for National Conference</b></p> <ul style="list-style-type: none"> <li>- The group discussed various ways our chapter could sponsor the National Conference in Newport, RI.</li> <li>- Decision: Sponsor a breakout session (\$3000 to \$4000 for 175 people), two conference scholarships (\$1000), assist with cost for keynote speaker (\$3000?)</li> <li>- Consider hosting a cocktail hour, either for New England or in general</li> <li>- We will not sponsor a conference sessions (ATLAS workshops), as presenters are generally not paid (except Keynote speakers)</li> </ul>	<p>Amy will coordinate with home office to send out the Membership Request letter.</p> <p>Amy, Toni, and Brianna will reach out to Dr. Brown to assess her interest in hosting a webinar on Online Programming, and will email the group re: her response. She'll confirm with the home office re: promotion.</p> <p>Topic on hold until next meeting.</p> <p>Bill provided a link to Marriott's costs for breaks, meals, and receptions. Leah will follow up.</p> <p>Mark is on the committee to get a Keynote speaker, and will keep us apprised of costs.</p> <p>Jim, Amy, Rae Ann, Leah, and Tricia will be on the email group re: expenses for the conference.</p>
	<b>Other Business</b>	None.
<b>CONCLUDING ITEMS</b>		
<b>Adjournment</b>	The conference call adjourned at 3:30 pm.	
<b>Next Meeting</b>	<b>June 21, 2018, 3-4 pm</b>	

