**SOUTH DAKOTA DENTAL HYGIENISTS’ ASSOCIATION**

**SPECIAL EXECUTIVE BOARD MEETING**

**OFFICIAL MINUTES**

**Sunday, December 4th, 2016**

A Special Executive Board Meeting of the SDDHA was held Sunday, December 4th, 2016 at 6:00 PM MT; 7:00 PM CST on WebEx.  The meeting was called to order at 6:04 PM MT; 7:04 PM CST and introductions were given.  A quorum was established with board members Darlene Bogenpohl, Carissa Regnerus, Nichole Willuweit, Katie Williams, Melissa Hill, Leslie Graeger, and Chelsea Johnson.  The agenda was reviewed and approved.

Bogenpohl gave an update on the component structure. Matt Crespin was consulted about how to do this. Crespin says we need to establish a quorum which will be approximately 21 members and notify them of the voting 5 days in advance. Hill recommended we changed the by-laws in the assumption that the re-structuring will pass. We need to continue the process because we need the proposed documents sent to ADHA.

Bogenpohl discussed the informational officer position. Crespin also gave the board his recommendations on this position. Crespin feels we can not make a position with one particular person in mind and this position needs to be fluid to the effect anyone could do it.  Concerns against the position included the struggle to fill the board members, that a lot of the duties are already included in other positions, and the uncertainty of adding this to the by-laws. Willuweit, Hill, Graeger, Johnson, Williams, Bogenpohl, Regnerus vote yes to the informational officer as a temporary change to the by-laws for one year term.

Williams recommended doing a workshop to work on the by-laws. Hill recommended splitting up the by-laws into sections and assigning each section. Then we will put it all together and review. Bogenpohl will look into schedule that for February/March.

Bogenpohl reviewed the Annual Meeting in May 2017. Speakers are all planned and sponsors are being sought out.

Brittany Novotny contacted Bogenpohl to get information from our association. If there are any concerns or comments directed to the SD BOD, we can present those to her.  Novotny explained that the hours required to enter into a collaborative agreement still may be on the table. Hill recommended we want to decrease the number of hours required to enter a collaborative agreement to zero. Cindy Dellman wrote a letter last year in support of less hours, but Hill is going to contact Zona Hornstra to check on the status.

The board will tentatively plan on a by-law workshop in conjunction with the legislative meeting February 25-26th instead of holding a WebEx meeting, weather and attendance permitting. Bogenpohl will assign each region a section of the by-laws and each group will have it prepared before that meeting.

Meeting adjourned at 7:03 PM MT; 8:03 PM CST.