**South Dakota Dental Hygienists’ Association**

**Semi-Annual Session Executive Board Meeting**

**Cedar Shores Resort September 27th, 2013 at 1:00 PM**

The Semi-Annual Session Executive Board Meeting of the SDDHA was held Friday September 27, 2013 at 1:00 PM in the Cedar Shores Resort, Chamberlain, SD, the President being in the chair and the Secretary being present. The minutes of the Post Annual Session Executive Board Meeting were read and approved as corrected.

The meeting was called to order at 1:08 and introductions were given. A quorum was established with board members Melissa Hill, Raye Brown, Abby Schiley, Arissa Olien, Sheryl Fix, Jackie Mercer, Katie Pudwill, Pat Aylward, Leslie Greager, Amy Tejral, and Jennifer Richards. Tami Peterson joined the meeting at 3:15.

Additions were made to the agenda by Hill. Agenda was approved.

Annual session was reviewed including financial reports and the number of attendees. The financial report was given by the new Treasurer Leslie Greager. Checking account has $5762.61 and savings has $5035.43. Semiannual registration made $3,520.00 based on constant contact as of 9/27/13. Annual Registrations made $4,963.84. Memberships Dues made $2,037.50. Marketplace nationals made $781. Market place annual made $971. SDDHA annual session cost us $6490.89. Cost of ADHA annual session was $5253.55. Light the way donation at the ADHA session was $495. Delta Dental awarded SDDHA a grant for $6,000 to be used for speakers. SDDHA Annual Session had a $500 loss.

Hill encouraged members to sign up for the district VII and HOD listserv. The SDDHA gmail should be used to conduct SDDHA business. According to Pg. 8-P&P, Section 17-Bylaws, Hill appointed Amy Tejral as acting President- Elect until the annual session when she can official be appointed. She will be reimbursed as an executive board member for the Semi-Annual session.

Membership committee, Amy Tejral, reported that 10 members lapsed on their membership this year. 3 of them have been reinstated. Amy has another 5 to get a hold of. Policy and Procedure committee/Bylaws chair; Raye Brown, Amy Tejral, and Melissa Hill; reported on the revision of the Policy and Procedure and Bylaws manuals. Each board member was given the task to review each of their position(s)s in the Policy and Procedure manual and make any corrections, updates or deletions with a report emailed to Hill by November 14, 2013. Strategic Operating Planning Committee; Raye Brown, Zona Hornstra, and Melissa Hill; will be developing a new strategic plan for 2014-2016. Sioux Falls Component trustee, Richards in honor of National Dental Hygiene Health Month, will offer a free CE and cocktails on Oct 22. Rapid City held a hike on M Hill and met for dinner downtown to celebrate 100 years of Dental Hygiene. A Zumba class will be held in the Southeast component.

Semi-Annual reports are due to Mellissa Hill by December 6, 2013 for the newsletter.

Pudwill, Richards, Hornstra, Hill, and Brown will be revising our mission and vision statements to collaborate with our strategic plan. Each executive board member picked a mission and vision statement from the handout distributed by Hill. Handouts were given to Olien to tally up the votes. Statements that were chosen were edited by the executive board for grammatical errors. **EB 308-13** Aylward moved “to accept the revised SDDHA mission and vision statements with the understanding that they are both short term until the next strategic plan is finished. The new vision and mission statements will reflect the new strategic plan.” Second by Terjal. Motion passed after debate.

Brown moved **EB 309-13** “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 Greager with instructions to report at the next meeting.

The meeting stands for a 10 min recess

Saddle chair, donated by Hornstra, will be raffled off again. Tickets will be sold 5$ for one ticket and 10$ for 5 tickets. Melissa has a $200 Best Buy gift card donated by Patterson Dental for silent auction. **EB 310-13** Schiley moved “to use the $200 Best Buy gift card for use in the silent auction in the minimum bid of $75.” Motion approved after amendment and debate.

Brown discussed the sales that were made at market place. Items that were left over will be sold at semiannual session. Richards made a request to postpone the “toothathalon” committee discussion until February to acquire more information research. Request approved.

Aylward, Pudwill, Richards, Dellman with Terjal as the chair to create an ADHA members benefits list that will be completed by Dec 1, 2013.

New CE sign-up sheets were distributed via email and uploaded to google drive.

Hill requested to postpone indefinably Dellman’s proposal to save the policy and procedures manual on a flash drive instead of having to print and put into a binder. Request approved.

**EB 311-13** Brown moved “to conduct a post survey at Annual and Semi-annual meetings. Second by Aylward. Motion passed.

The 2014 Legislative breakfast will be held Monday February 10, 2014. A board meeting will be held February 9. Brown will be making the bags. The food and item signup sheet was distributed to the board members.

Discussion was conducted about Facebook and the proper marketing in compliance with SDDHA.

Constant Contacts Special Committee includes Peterson, Mercer, Aylward, Richards, and Pudwill. The committee will add South Dakota Dental Offices to Constant Contact. Pat obtained a list of DDS’s for the southern district at the SDDA meeting. Brown will send this list out by Oct 12th if her list has the emails. All Dental Contact information for SDDHA members need to be updated by Dellman at Semi-annual and Annual sessions and given to ADHA.

Hill made a motion to postpone ideas for marketplace until Feb. Hill requed all annual reports emailed to her by an attachment.

All emails gathered from non members need to be compared to the ADHA master list and updated. This list will be used by Hornstra in order to ensure that all members and non-members receive surveys. The lists need to be on an excel spread sheet and compiled at each annual session.

A discussion was held about hosting less CE’s when the Annual Session is hosted in that particular city, especially radiology CE’s. Brown would like to see more social interactions for the components hosting each annual session.

Meeting stands for a 10 minute recess.

Discussion was held about the pros and cons of restructuring and downsizing the SDDHA board.

Annual session will be held on May 15-17, 2014 in Sioux Falls. 5 credits will be given for each attendee. **EB** **312-13** Schiley moved “to make regular registration for Students= free. Assistance- $50. ADHA Members= $85. Non-members and Dentists $140. Early bird registration will be $20 less in each category excluding students. Onsite registration will be $20 more than regular session fee’s excluding students.” Motion approved after amendment and debate. Early bird date is to be determined by Schiley at a later date. Discussion was held about leaving the prices the same this year and work at annual session on marketing our brand and be more competitive with our prices. **EB 313-13** Brown moved “to have a wine and cheese social and a silent auction at the Annual session.” Motion passed. **EB 314-13** Brown moved “to have SDDHA have a sponsor pay for a wine and cheese social and silent auction at the Annual session.” Motion passed.

Tejral will be picking up speaker cards at national session to possible upcoming speakers.

Workshop date for District VII has not yet been set. This discussion will be postponed until February.

National session will be help in Las Vegas, Nevada on June 18-24, 2014.

Richards gave a presentation on using the “Cloud” to keep SDDHA board productivity more organized.

State Board of Dentistry meeting will be held October 18, 2013

Unleash your potential deadline is Aug 1, 2014. Hill and Glines, from South Dakota were awarded participation.

Next SDDHA board meeting will be held Sunday February 9, 2013 at 3 pm.

Meeting adjourned at 6:42p.m.