**SOUTH DAKOTA DENTAL HYGIENISTS’ ASSOCIATION**

**ANNUAL SESSION EXECUTIVE POST-BOARD MEETING**

**OFFICIAL MINUTES**

**THURSDAY, MAY 29, 2014**

The Post-Board Annual Session Executive Board Meeting of the SDDHA was held Thursday, May 29 at 6:00 PM mountain time; 7:00 PM central time via WebEx, the President being in the chair and the Secretary being present.

The meeting was called to order at 6:00 PM mountain time; 7:00 central time and introductions were given. A quorum was established with board members Amy Tejral, Melissa Hill, Nicole Glines, Arissa Olien, Pat Aylward, Keri Thompson, Jennifer Stark, Cindy Dellman, Katie Pudwill, and Tami Peterson.

 Tejral stated her goals and expectations for the SDDHA Executive Board. Hill distributed the fiduciary slide via email. Hill and Tejral went over conflicts of interest.

 The agenda was reviewed and additions were made. Motion was made to approve the agenda. Introductions were made for all executive board members. Tejral recommended Roberts Rules of Order to follow for each meeting. Email addresses will be passed down by June 1st. Updated addresses and contact information shall be sent to Olien.

 Aylward will be doing the newsletter duties under a committee of the Secretary position. Dellman will be doing Webmaster duties under a committee of the Secretary position. Both Dellman and Aylward will be writing guidelines down for both of these positions so the Secretary understands what her responsibilities entail.

 Tejral gave the treasures report. Greager has not obtained checks from components for 30% of their savings. These need to be sent to her in a timely fashion.

 Discussion was had on moving SDDHA Annual Session to Thursday and Friday. Pudwill will be contacting the SDDA to obtain their arrangements for Annual Session 2015. This would give us the option to possibly share the free CE. SDDA is having a meeting on May 30th with just a few members; this will not include a quorum and is not an open meeting. SDDA is having a meeting June 20th and Aylward and Glines will be attending. Glines encouraged us to become familiar with the Practice Act. She will be sending us a document to be reviewed and sent back with any additions or corrections by June 4th.

 SDDHA strategic plan will be reviewed early September. ADHA National Annual Session will be held in Las Vegas June 18th-23rd. Components need to send out reminders to members to have recipes in by July 31st to Stark. Pictures are welcome for submission. Tejral would like each board member to submit 5 recipes. Semi-Annual Session will be held Sept 26, 2014 1:00PM in Chamberlain, SD at Cedar Shores Resort. Hill will send out a reminder for Silent Auction items on constant contact.

 Components discussed ideas for October hygiene appreciation month. Legislative Breakfast will be held Feb 9th Monday, 2015 in Pierre, SD. Legislative board meeting will be held Feb 8th Sunday, 2015 at 2:00 PM.

 Tejral encouraged every board member to read and become familiar with our bylaws, policies, and operations manuals.

 Annual Session 2015 Pre-Board meeting will be held via WebEx. The executive board will decide the dates for this to be held during the Legislative meeting. Pudwill is looking for speakers for Annual Session.

 Application deadline for Unleash Your Potential is Aug 1st.

 Discussion was had on how to utilize WebEx to its fullest in future SDDHA executive board meetings.

 Meetings adjourned 8:00 mountain time; 9:00 central time.