

## MN-NEW Board Meeting

August 15, 2007

Attending: Dale Carlson, Cheryl Hanks, Ovella Davis & Donna Biederman

- 2 officer positions are currently open – Vice President and Treasurer. We need to do some recruiting of board members. We will discuss filling these 2 positions at the next meeting.
- Secretary reports – Donna will be completing minutes from the Summer Seminar and sending out to the board.
- Treasurer Report – reviewed & accepted. Net profit from the Summer Seminar was \$4644.43. Donna & Dale completed an audit of the financial records and found all to be accurate. Only one invoice missing from Summer Seminar for Ann Dolence of \$672.42, but this amount was noted in board minutes. Invoice requested from Karen O’Keefe. The State of MN is requesting we sign up for electronic transfer - Board approved. Cheryl will complete the paperwork.
- Summer Seminar Recap – Overall, everyone thought the seminar was a success. Great workshops & program. All agreed that a new facility was needed, possibly a larger facility to allow for more workshops. Some suggestions were: Earle Brown Center, community centers, schools/colleges. Board members should begin thinking about next year’s seminar and come with ideas to the next meeting.
- Chapter goals for 2007-2008 were revised. They are attached to the end of these minutes.
- Another newsletter should go out in October. Articles are due by 9/28 or sooner. Donna will check with Cheryl R. on status of the list serve. The October issue will include the following articles:
  - Summer Seminar Wrap Up – Karen (Done)
  - President Article (Dale)
  - Meet the Board - Asked Kitty to write something about her NEW experiences as she transitions off the board.
  - NEW Horizon’s Award Nominations – Ovella
  - Recruiting new board members – Karen
  - Olson Twins Recommended Reading List – already have
  - Around the State Article – DOES anyone know of a member that would write something for this?
- Meeting Schedule -- All meetings are 9:30 – noon at Anoka County
  - Friday, September 28
  - Friday, October 26
  - Friday, November 30
  - Friday, January 11, 2008 – Lunch for Cheryl’s Retirement

## **Minnesota N.E.W. Goals/Workplan for 2006-2007**

1. Goal- Increase General Membership and Engage Current Membership in Meaningful Ways.
  - A. Continue with NEW Horizon Award.
  - B. Establish criteria for awarding the NEW Horizon Award.
  - C. Continue to distribute brochures. Reprint and update the brochure as needed and add the brochure to the web site.
  - D. Continue networking with other organizations, encouraging cooperative activities and co-sponsoring trainings.
  - E. Contribute items to MSSA for their annual conference (i.e. auction, door prizes, etc)
  - F. Invite current MSSA Executive Director, Rod Halvorson, to a MN-NEW Board meeting.
  
2. Goal- Continue Fundraising Efforts
  - A. Continue Summer Seminar encouraging increased attendance.
  
3. Goal- Continue to Provide Members with Quality Training
  - A. Begin to develop a list of training materials and highlight on the website.
  - B. Develop a link to national training materials.
  - C. Continue to utilize training modules on Customer Service, Professionalism and Leadership.
  - D. Begin collecting information for a training module on “Working Smarter” including tips on prioritizing, organizing work, being efficient etc. This information could be both solicited and shared through the website.
  - E. Consider sending board member to National Training Conferences.
  - F. Consider sponsoring workshops at local conferences (MFWCAA, MSSA, etc)
  - G. Continue to host a Summer Seminar.
  
4. Goal- Efficiently and Effectively expand Communication to Membership

Plan-

  - A. Continue two issues of NEWsworthy per year. Begin to transition to an electronic newsletter.
  - B. Continue getting on agendas for other organizations to share information about NEW and its sponsored activities.
  - C. Explore sponsoring trainings or parts of conferences for other organizations.
  
5. Actively Recruit More Board Members
  - A. Make personal contacts from current national member list.
  - B. Offer mileage and meal reimbursements for potential board members.
  - C. Recruit a board member from MinnesotaCare Operations.