

**WEST VIRGINIA RURAL HEALTH ASSOCIATION
Board of Directors Meeting – Braxton LRC
March 23, 2009 1040am –**

Members Participating: Lew Holloway, Sandra Pope, Elaine Mason, Sally Richardson, Norma Bowyer, Laura Welch, Dave Brown(new member)

Not Participating (Absent): Jeff Graham, Lisa Scarberry, Hilda Heady, New Members (Mary Huntley, Nannette Van Dyke-McDonald); Lynn McCormick, Jill McDaniel. New Members (Sharon Giles (returning)); OCHS DHHR representatives: (Melissa Wheeler OCHS DHHR (stepping in Nancy Bazzle), Nancy Melton OCHS DHHR representative)

Referenced Documents: Treasurer’s Report; Jan 09 Budgetary Trend Analysis, Draft Meeting Agenda, WVRHA Bylaws, Strategic 08 Plan Framework, Supplemental TA grant, TA grant

Agenda Items	Discussion	Board Actions
Call to Order	Lew Holloway called the meeting to order at 1040am	
Roll Call	There were 7 members in attendance	
Minutes	Minutes of the February 2, 2009 meeting were reviewed. Minor spelling corrections only	Motion to accept minutes (Sandra Pope/Elaine Mason) Motion passed
Treasurer’s Report	NRHA TA grant of \$9500 was approved Keeping track of 2008 NRHA TA GRANT Budgetary Trend Analysis (as of Jan 09) with the board approved budget adjustments reviewed by Elaine. TA grant carry over funding will be allocated to the 09 consultant budget line, but it will not show on report.	Motion to accept report (Dave Brown / Sally Richardson) Motion passed
Old Business:		
NRHA membership	February meeting, we could not determine if we paid for NRHA membership. Elaine contacted NRHA, and we had never set up a membership account. She has now implemented the paperwork. Elaine received invoice & paid for 2008 & 2009 \$660/yr membership dues. We are up to date.	
Consultant	Discussion about the budgeting available for a 2009 consultant. Development of goals, purpose, etc for the president as guidance. Names of possibilities: Jacqueline Copenhaver, Renate Pore (sp?) Roles?? Administrative Assistant type? Advisor for association goals, plans, keeping on track? Help us move forward with & implement the strategic plan? Executive Director? Help us evaluate our best legal status?	

	Current funds are fairly small.	
Legal Designation	<p>Elaine followed up with Sherry Ferrell (CFO WV Primary Care Assoc) to determine what designation (501c3?) we are or could be. Sherry will be looking at our association's history to help with the determination & recommendations.</p> <p>We did register as an organization with the Secretary of State's office.</p> <p>"WV Community Voices" organization: Sandra said we were originally under them. They were a 501c3. Nancy Tolliver was Board Chair. They helped us with administration. We are no longer with them.</p> <p>"WV Primary Care" organization: When Phil joined WVRHA board, then discussion about moving administrative & financial oversight. Our grants are received through WVPCA and administered to us.</p>	Elaine: Will provide us update from Sherry Ferrell when available.
President Elect and Bylaws	<p>Still with an open position for President-Elect. Sally will consider after review of her other responsibilities. Future interests include Dave Brown, Jeff Graham, Laura Welch.</p> <p>Discussions about ability to have a current president serve 2 consecutive terms. But this is not the intent of the current by-laws.</p> <p>"Bylaws Chairperson": Currently, no one is in this position.</p>	Will review President-Elect position at April meeting.
WV-Rx	<p>Discussed our plans from Feb 09 meeting. Several items still pending.</p> <p>From 2-2-09 Minutes: <i>"Discussion of Response letter- endorse WVRx (Bd of Directors), we can add a link on our website (Communications committee), when we develop a newsletter WVRx will be included (Communications committee), send them our logo & web link for their site (Communications), distribute flyers for them (Bd of Directors), support their RHC presentation but we are not in charge so refer them to the office of Rural Health (Melissa Wheeler to take this issue to RHC planning committee), we can notify them of other venues to promote their information (Communications). Jeff- develop draft of response letter, Communications Committee finalize it. We will endorse for year 2009, with revisit in 2010."</i></p>	Communications Committee: <ol style="list-style-type: none"> 1. F/U with Jeff about letter Draft support & response letter 2. Add WVRx link to WVRHA website 3. Address WVRx receiving our logo & web link
Board Membership follow-up	Lynn McCormick is not a WVRHA member, and therefore cannot be a board member	
New Business		Motion to (/) Motion passed
NRHA Skill Building workshop	<p>Great workshop</p> <p>July 21st & 22nd (Tues-Wed) in Park City, UT</p> <p>There is budget money & stipend money to send a "president-elect" to the meeting. Sally and Laura cannot attend. Dave Brown may be able to attend. Unsure if Jeff can attend.</p>	Determine if Dave Brown or Jeff Graham can attend

WVRHA Student Affiliate	Hilda Heady not available to discuss the update	
WV Rural Health Meeting '09 Oct 21-23, 2009	<p>Sandra, Norma & Laura will be attending the planning committee meeting on Monday 3/30/09</p> <p>Mtg dates: Oct 21st – 23rd (Wed-Fri) at Glade Springs. Hilda Heady is Conference Chair. Do we have a tract responsibility for the conference? Can we suggest us sponsoring a tract?</p> <p>Topic Ideas: Stimulus package? "Policy Institute" w/ focus on educating on advocacy? Previous forum topics from the "Report on Seven Community Forums"? Access to care? Solutions to issues? Identify issues from RHCs?</p> <p>Sally: Hilda & she will put together ideas and a range of issues.</p> <p>This will meet our Strategic Plan Framework 08: Priority Area Education, Advocacy & Policy- #3 & #4.</p> <p>Tract focus on Advocacy tract, with 1 plenary session</p> <p>Speaker ideas? Paul Moore (NRHA past president), WV state legislators, EMR</p>	<p>We will volunteer to develop, sponsor & present a program tract at the 3/30/09 planning meeting: Active Learning Advocacy tract</p> <p>Hilda-ask Paul Moore to be part of our tract</p>
TA Grant & Supplemental TA grant	Supplemental: \$5k. Not received yet, but on its way.	
Open Discussion		
Elaine	Elaine: Will be moving to Georgia, possibly in mid-May 09, due to family job transfers. She will be present at April meeting.	See below in "Nominations & Election Process" for new Treasurer
Board Vacancies	Open positions: Lynn McCormick, Elaine Mason, Michael Thompson.	Sally: will ask Jennifer Plymale to join the BOD
Future WVRHA BOD meetings	Mondays are difficult for several board members. Discussion about alternative dates.	Motion to move BOD meetings to 4 th Thursday every month (live & phone). (Sandra / Laura). See schedule below Motion passed.
Committee Reports		
Membership	<p>Committee has not met. Lew reporting updates.</p> <p>Membership email list-serve: WVRHA@lists.hsc.wvu.edu</p> <p>BOD email list-serve: WVRHA_BOD@listserv.wvu.edu</p> <p>Membership letters for renewal sent out.</p> <p>Idea for Cold-call membership invitation letters: Sandra & Lew are creating a draft.</p>	Sandra & Lew: cold-call membership invitation letter to be distributed.

Communications	Sandra Pope reporting. Met Tuesday March 19, 09 Links on website: recommend sub-dividing links by category (state, national, etc). Revising and updating the links. Add: WV Rural Health Research Center (Sally. One of five in the country. Based in crw & Morgantown. Different from Marshall). Add others... Website site update & revision recommended. Recommend hiring a skilled person to perform this (fits with strategic plan)	Sandra: send to BOD list of WVRHA web-links for review, and with request for recommendations.
Fundraising	Has not met yet.	Recommended that Fundraising committee meet soon
Nominations & Election Process	Dave Brown has accepted the nomination for Treasurer after Elaine's departure in May 2009.	Motion to accept Dave Brown as new Treasurer nomination for the soon-to-be vacant '09 Treasurer position (Elaine / Sally) Motion passed
Policy	Sally reporting. Will provide other updates at next meeting. Planning to work with the WV Rural Health Conference planning	
Adjournment	Meeting adjourned at 2 pm	Motion to adjourn (Sally/Dave) Motion passed

Future Meeting Dates:

For year 2009, 4th Thursday of every month

- Thurs, April 23rd, F2F mtg
- Thurs, May 28th, conference call mtg
- Thurs, June 25th, F2F mtg
- Thurs, July 23rd, conference call mtg
- Thurs, Aug 27th, F2F mtg
- Thurs, Sept 24th, conference call mtg
- Thurs, Oct 22nd F2F with WV Rural Health meeting
- **3rd week, Thurs, Nov 19th, call ++ week adjustment ++**
- **3rd week, Thurs, Dec 17th, F2F ++**
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