



**Six Rivers Chapter of CLMA  
Board Meeting Minutes  
February 20, 2007**

I. Attendees: Joyce Dicks Cynthia Griffith Renee Cuevas  
Kathy Good Jenny Murray Marsh Spalding  
Kristin Wood

II. General Business/ Update of Outstanding items

A. CLMA Updates (Cynthia)

- Today is the last day to sign up for the National Convention in order to receive your packet via mail

B. CLMA Executive Office Update (Lea is absent)

C. CLMA BOD updates (Cynthia)

- Congratulations to Paul for being elected to the CLMA Board of Directors
- Paul is checking on his HCPC affiliations

D. ORV update (Jenny)

- Finalizing the brochure
- Vendor packets sent out

E. Chapter Recognition Application(Cynthia/ Renee)

- Thanks to Renee for putting all of the information together and submitting the information last Friday to National- Great Job!!

F. National CLMA- Six Rivers gathering(Renee)

- Renee will send out an e-mail to see who will be attending the National meeting and the CCL meeting
- Renee will send out an e-mail inviting SRC members to meet for lunch on Monday

G. Chapter of the Year (Joyce)

- Joyce was asked to review the Chapter Member of the Year applications. 3 awards will be awarded this year.

III. Committee Reports/ New Business

A. Finance Report (Craig) – Absent

- Our current checking account balance is \$10,097.80.
- Craig will email out a detailed financial report sometime this week.

B. Program/ Education (Jade) – Absent

- Program Survey was sent out last week
- Tentative small group meeting agendas will be included in the February newsletter
- Fall Meeting – starting to put together program ideas

C. Membership Report (Jenny)

- Current membership is 107 with the 3 new student members

- Lapsed last month – 1
- Lapsing this month – 10
- Member survey – updating last year’s survey to send out sometime in the next few weeks. Jenny is checking to see if ChildLab still has survey monkey.
- Get-A-New Member contest – information will be included in the February newsletter. All members who sign up 2 new members between Jan and Aug 1<sup>st</sup> will be entered in a drawing for a free Fall Conference registration.
- Recruitment packet – the membership committee suggested that we add a section to the SRC website that will include information for members to use to recruit new members. The packet information will include “What CLMA has to offer”, upcoming event info, website listing, etc. Jenny will meet with Renee.
- Resource Section- the membership committee suggested that we add a section to the SRC website that will include a Resource section. We would have different Lab sections listed and members could post questions to a panel of people who have volunteered to sit on the panel. We will include questions on the member survey to recruit members for the panel. Jenny will meet with Renee.

#### D. Communication Report (Renee)

- The newsletter will be sent out by the end of the week
- Broadcast e-mails will be sent on the same day as our monthly board meetings
- Website - Renee will follow up with Ed Deen regarding some updates

#### E. HCPC (Paul Labbe) – absent

#### F. Professional Outreach (Joyce)

- Packets were prepared for each student that included a scholarship award, CLMA membership information, and the scholarship check.
- Student scholarship recognition  
Columbus – Renee, Jade & Jenny – scheduled for 2/26  
Dayton – Paul & Cynthia – awarded  
Cinci – Joyce & Kathy - awarded
- Cynthia has received “Thank You” letters from both Cinci and Dayton for the scholarships
- Lab Week – contacts were made with small group teams in Dayton, Cinci and Columbus

#### V. Wrap Up & Action Plan

**❖ Next teleconference meeting 03/20/07 at 08:30**