

MACHA Affiliate Meeting Agenda
2017 American College Health Association Annual Meeting
June 1, 2017 / Austin, TX

Present at Meeting: Alissa, Beth, Aimee, Karen, Kelly

- I. Welcome / Board Introductions – Alissa Arnold
 - a. Call to Order – 12:04pm

- II. Roll Call – Alissa Arnold
 - a. Illinois – 21
 - b. Indiana – 12
 - c. Kentucky – 3
 - d. Michigan – 3
 - e. Ontario – 0

Total of meeting attendees mid-meeting count – 43

- III. ACHA Regional III Representation Report – Julie Yingling
 - a. Discussed that a new Regional III Representative is needed for next year and encouraged MACHA members to serve.
 - b. Asked for members to email her any bereavements and retirements by Friday June 2.
 - c. Discussed how ACHA will be changing how regional affiliates can contact members in the hopes of increased collaboration and engagement (access to member email).
- IV. Review of 2016 MACHA Regional Meeting Minutes – Alissa Arnold
 - a. No changes to the 2016 MACHA Regional Meeting minutes.
 - b. Motion to approve: Elizabeth Peeler
 - i. Seconded: Andrea Drott
 - ii. Minutes unanimously approved.
- V. Treasurer’s Report – Aimee (on behalf of Kerri Calvert)
 - a. Passed around the budget and briefly reviewed it.
- VI. Communications Report Alissa Arnold (on behalf of Erin Link)
 - a. Alissa discussed the website, social media, and new hosting of the website.
- VII. MACHA 2017 Meeting Information – Kelly Hogan Stewart
 - a. Kelly discussed the upcoming MACHA 2017 Meeting, highlighting the call for submissions and deadline of June 1 and registration opening mid-July.
- VIII. Old Business – Alissa Arnold
 - a. MACHA 2016 Conference Recap

- i. Alissa discussed the engagement with ACHA members at the 2016 MACHA conference.
- ii. She highlighted the deficit from the conference, decrease in attendance and sponsors, and discussed the lessons learned for future conference planning/management.

IX. Awards – Alissa Arnold

- a. New Affiliate Professional
 - i. Will be awarded on Friday, June 2 at the ACHA awards banquet.
- b. Steve Lux Award
 - i. Sept 1 deadline
- c. Chris Labyk Award
 - i. Sept 1 deadline

X. New Business – Alissa Arnold

- a. Bylaws
 - i. Alissa discussed the revisions to the bylaws, highlighting a few significant updates including the Past President position, changes to the Communications/Secretary position
 - ii. Timeline for Bylaws
 - Summer 2016: Revision of Bylaws
 - Fall 2016: approval of Bylaws from ACHA leadership
 - April 5th and May 4th 2017 e-blast to MACHA membership
 - On MACHA website
 - 1. No changes to the 2016 Bylaws.
 - a. Motion to approve: Aimee
 - b. Seconded: Sharon McMullen, Notre Dame
 - c. Bylaws unanimously approved.
- b. Nominations for the 2017-18 Board
 - i. State Representatives: Illinois and Kentucky
 - ii. Vice-President

XI. Announcements

- a. MACHA/OCHA Social: Thursday, June 1 at 6:30-8:30pm @ Max's Wine Dive
- b. Stay Connected through our website and Facebook page

Questions

- c. Sharon McMullen asked if MACHA board could discuss the management of continuous education credits with ACHA because the current policy is prohibitively expensive.
 - i. Jessica Higgs from Bradley University responded about how this was discussed by the ACHA leadership and they are looking into it.
- d. Many members highlighted positions opened at their university.

Meeting adjourned: 12:45pm

| | 2014 - Budget | 2014 - Actual | 2015 - Budget | 2015 - Actual | 2016 - Budget | 2016-Actual | 2017-Proposed | 2017-Actual |
|---|---------------|---------------|---------------|---------------|---------------|-------------|---------------|-------------|
| BALANCE, JANUARY 1 | \$31,000.00 | \$29,853.71 | \$29,000.00 | \$29,163.80 | \$27,185.29 | \$27,185.29 | \$27,000.00 | |
| INCOME: | | | | | | | | |
| Dues | \$7,000.00 | \$7,652.46 | \$7,000.00 | \$6,064.61 | \$6,000.00 | \$6,609.61 | \$6,000.00 | \$4,539.95 |
| Interest - checking | \$80.00 | \$3.38 | \$80.00 | \$6.04 | \$10.00 | \$5.99 | \$10.00 | \$0.81 |
| MACHA Conference - excess revenues | \$4,000.00 | \$5,331.11 | | \$1,942.73 | \$0.00 | \$798.95 | | \$9,001.00 |
| Funds returned to acct.(i.e., Labyk \$) | | \$0.00 | | \$0.00 | \$0.00 | | | \$505.00 |
| Miscellaneous: | | \$0.00 | | \$0.00 | \$0.00 | | | |
| Income Total | \$11,080.00 | \$12,986.95 | \$7,080.00 | \$8,013.38 | \$6,010.00 | \$7,414.55 | \$6,010.00 | \$14,046.76 |
| EXPENSES: | | | | | | | | |
| Travel | \$10,000.00 | \$9,540.39 | \$11,000.00 | \$5,977.46 | \$11,000.00 | \$9,287.05 | \$10,000.00 | \$900.00 |
| Officer Honorarium | \$840.00 | \$0.00 | \$200.00 | \$0.00 | \$100.00 | \$0.00 | \$200.00 | |
| MACHA Conference Start-up | \$2,000.00 | \$0.00 | \$2,000.00 | \$0.00 | \$2,000.00 | \$0.00 | \$2,000.00 | |
| Other ACHA Conference Expenses | \$1,000.00 | | \$1,000.00 | | | | \$1,000.00 | \$26,993.79 |
| Office Sm. Equipment | | \$0.00 | | \$345.41 | \$0.00 | | | |
| ACHF Donation | \$500.00 | \$500.00 | \$500.00 | \$0.00 | \$500.00 | \$0.00 | \$500.00 | |
| Web Page Develop & Maintain | \$2,000.00 | \$24.98 | \$100.00 | \$24.98 | \$30.00 | \$165.16 | \$300.00 | |
| Accounting Services | \$300.00 | \$0.00 | \$300.00 | \$0.00 | \$300.00 | \$0.00 | \$300.00 | |
| Miscellaneous | | \$559.94 | | \$0.00 | \$0.00 | \$0.00 | | |
| Survey Incentives | | | | | | | | |
| Copy Costs | \$300.00 | \$55.64 | \$300.00 | \$136.32 | \$200.00 | \$241.29 | \$300.00 | |
| Supplies | \$50.00 | \$0.00 | \$50.00 | \$0.00 | \$50.00 | \$0.00 | \$50.00 | |
| Postage | \$50.00 | \$100.40 | \$100.00 | \$0.00 | \$100.00 | \$0.00 | \$50.00 | |
| Officer Gifts | \$75.00 | \$95.51 | \$100.00 | \$72.75 | \$100.00 | \$100.00 | \$100.00 | |
| ACHA Annual Meeting Donation | \$300.00 | \$300.00 | \$300.00 | \$300.00 | \$300.00 | \$300.00 | \$300.00 | |
| Labyk Award | \$3,000.00 | \$2,500.00 | \$3,000.00 | \$3,000.00 | \$3,000.00 | \$800.00 | \$3,000.00 | |
| Steve Lux Travel Award | | | \$500.00 | \$345.41 | \$500.00 | \$500.00 | \$500.00 | |
| Expense Total | \$20,415.00 | \$13,676.86 | \$19,450.00 | \$10,202.33 | \$18,180.00 | \$39,775.83 | \$18,600.00 | \$27,893.79 |
| Projected/Actual Balance December 30: | | | \$16,630.00 | | | | | |
| | | | | \$26,974.85 | \$15,015.29 | | | |