



ANHPEHRA Meeting
Thursday January 26, 2023
3:00 pm- Meeting Held via Zoom

Members Present: Susan Hilchey, Kathy Kennedy, Carol Kilmister, Tara Koza, Karen Clough, Melissa Fazlic

Absent: Darlene Simmons

Reviewed email from Sue Hilchey regarding Webinar opportunity, Mental Health Awareness for Leaders. The webinar is being held in collaboration with ANHPEHRA, NHSAA and is being offered to HealthTrust members.

Carol Kilmister made a motion to approve Melissa Fazlic as the secretary for ANPEHRA, with a term expiring December 2024, replacing Sharon Patterson.

- Motion was seconded by Karen Clough
- Motion passed 5-0

Discussion ensued regarding responsibilities of Secretary: partner with Carol on Dues, take Minutes, attend meetings, etc.

Discussion regarding Dues:

We have not collected dues for the past couple of years. We will need to collect dues for now. The board agreed dues should be \$15.00 for a two-year period.

Carol mentioned the importance of keeping the list-serve up to date, we are charged per member on the list-serve. Members will need to notify Carol if they have new contact information, changed jobs (still in public sector), or would no longer like to be a member of ANHPEHRA.

Carol mentioned our account balance is down to approximately \$1,700.00, and typically presentations/PD offerings are \$500-\$1,000 per session.

Sue suggested we try to get dues form out by February 17th; the board agreed.

The board agreed that we should add a statement "To be paid within 60 days".

Carol discussed issues with new mailing address and receiving checks. Sue offered those checks could be sent to Bedford SAU. Once Bills go out by Melissa, Sue and Carol will meet to discuss deposits.

Updated Membership Form:

Kathy updated the membership form and will send to the board for their review. Tara will make the form fillable and update the website.

The new form will include a box that members can check that will remove them from the group.

Kathy will share the website editor password and information with Tara so that Tara can take that over for now.

Webinar:

Darlene confirmed via email that the Mental Health Awareness Webinar will be on March 10th at noon

Kathy asked if it could state "Sponsored by ANHPEHRA on the webinar notice". Su reached out to Darlene to inquire about this. Darlene said yes, they will add that language.

Sue will send out a save the date to members for the Webinar on March 10th

Sue will send out information to the board on joining webinar 30 minutes early to plan for session (and give a membership plug)

The board agreed that we no longer need to meet on March 9th at 3:30pm (that was just a placeholder).

Next Meeting: Tuesday, March 28, 2023. Carol will send out the updated invitation

Topics for future meetings: Future program/webinar opportunities for members

Meeting Adjourned 3:50pm

Respectfully Submitted,

Melissa Fazlic

ANHPEHRA Secretary