

WisconsinAIRS
Board of Directors Meeting Minutes
June 14, 2007
Held at the Paper Valley Hotel in Appleton

Present: Diane Strong, Lisa Clark, Teresa Halverson, Barb Maskell, Matricia Patterson, Steve Peterson, Lynn Scheinoha, Maurine Strickland, Luann Teige

Not Present: Ginger Ayres, Jane DeGeorge, Janell Keefer, Jayne Mullins, Susan Piazza, Barbara Wien

Secretary's Report – Teresa Halverson:

❖ The March 29, 2007 meeting minutes were presented to the Board members. *Steve Peterson moved to approve the minutes, Barb Maskell seconded the motion, and the motion passed.*

Treasurer's Report – Lynn Scheinoha:

- ❖ Lynn Scheinoha provided copies of the Treasurer's report. The current balance is \$23,369.60. Recent activity included:
 - Payment of our portion of the 2-1-1 Board Liability Insurance
 - Payment of the WisconsinAIRS Board Liability Insurance
 - Payment of the filing fee to retain our status in Wisconsin as a non-profit
 - Receipt from AIRS of a quarterly membership paymentExpected activity, not yet included:
 - A check made out to Lynn Scheinoha for stamps
 - A new bill from Onalaska Web has not yet been received
- ❖ The 1099 form received from Green County for \$618.00 still needs to be looked into. Lynn Scheinoha will check on this (will try the ADRC to see if it was related to payment of conference or membership fees for them).
- ❖ It was noted that the AIRS Affiliate membership payment to WisconsinAIRS does not identify the number of members associated with the fee. Maurine Strickland offered to call Charlene Hipes regarding this. This information could be useful in our membership recruitment efforts.

Lynn Scheinoha moved to accept the Treasurer's Report, Lisa Clark seconded the motion and it was passed.

President's Report – Luann Teige:

- ❖ Luann Teige deferred the President's Report to the Membership Committee report.

Membership Committee:

- ❖ Lisa Clark has produced a membership list with email (she has also called to verify and correct several of the emails).
- ❖ We currently have 80 members (2nd to California in number of memberships).
- ❖ We lost 2 members from last year (one was Oshkosh 2-1-1 which has closed as an I & R Center and the other became part of an ADRC Consortium and the membership was absorbed into the Consortium membership).
- ❖ Regarding our recruitment efforts;
 - Barb Maskell has a list of potential people to contact.
 - Matricia Patterson noted that Parent Helpline is interested.

- The Child Care Resource and Referral Centers may be interested in membership. Teresa Halverson can provide a listing of these centers.

Conference Committee:

- ❖ Luann Teige has been receiving emails regarding the conference and the certification testing. She noted that 2 people are coming from out-of-state for the testing.
- ❖ There is also interest regarding certification test training opportunities. Please let Luann Teige know about any trainings being offered and she will ensure that they are put on the web site.
- ❖ The registration brochure draft was shared. Discussion regarding the breakouts and the arrangement of the day took place.
- ❖ Registration costs were established at:
 - Early Bird Basic Membership - \$100
 - Early Bird Non-Member - \$150
 - After the Early Bird Basic Membership - \$125
 - After the Early Bird Non-Member - \$175
 - Discounts are given for higher level memberships: a 5% discount for Standard Memberships, a 10% discount for Enhanced Memberships, and a 15% discount for Premium Memberships (These discounts are based on the AIRS discounts which are provided to members for all AIRS Products and Services which would include the WisconsinAIRS Conference.)
- ❖ Conference discussion included:
 - Breaking the Ethics and Boundaries into two separate sessions in order to accommodate the amount of time needed to meet the CEU requirement for social workers.
 - There is an interest in sessions on domestic abuse of the elderly and on working with chronic callers.
 - The Disaster session could be a panel discussion with various people throughout the state I & R/A system contributing.
 - Eric Ostermann from 2-1-1 will present the Keynote address.
 - The hotel will provide AV carts and screens (as a part of the budget/quote for room costs).
 - 20 – 30 Rooms will be reserved for the conference.
 - The name on the contract will be changed from Wisconsin Alliance of Information and Referral Systems to WisconsinAIRS and hotel staff will be asked to use WisconsinAIRS when referring to the conference since this is the real and recognizable name of our organization.
 - The breakfast date on the contract will be changed to the 2nd morning (Sept. 14th).
 - We will add a 3rd room for the Breakout sessions.
 - We will cut back on the count for the continental breakfast.
 - There is a \$100 charge for internet connection for the Vendors and the question regarding whether we cover that cost or the vendors cover that cost was asked.
 - Registrations will be handled by Ozaukee ADRC (Ginger Ayres office).
 - Lynn Scheinoha will head the registration table.
 - Registration packets will be put together the night before and will include information from the hotel, outline of the conference, Keynote Speaker biographical statement, evaluation form for the conference, minutes from the 2006 Annual meeting, budgets,

membership brochure, (AIRS brochure?), vendor contact information, magnets, and a 2007 accomplishments list.

- Lynn Scheinoha will purchase the folders and Ginger Ayres will provide labels for the folders and also the name tags.
 - We will use the t-shirts found in storage in some way at the conference.
- ❖ *The conference brochure will go out on June 29th; Barb Maskell needs all registration/conference information by June 21st to make this possible.*
 - ❖ *A tour of the facility was provided and some final decisions on rooms and the vendor exhibit space were made at that time.*

Communications Committee:

- ❖ **Brochure:**
 - ❖ Please let Ginger Ayres know about any corrections that need to be made within a week so that she can finalize the brochure and get it out.
 - ❖ We will print some brochures.
- ❖ **Web Site:**
 - ❖ We need to get a direct link on our web site to the AIRS membership page.
 - ❖ May be we should shift the member listing placement on the site.
 - ❖ We need to add Susan Richard's agency.
 - ❖ We should add the Board Member application form to the web site.
- ❖ **Newsletter:**
 - ❖ Ginger Ayres would like to do a summer newsletter; please submit articles to her (no deadline yet).
- ❖ **Mailing List:**
 - ❖ Luann Teige has a student who is assisting in her office who may be able to work on putting a mailing list together. It would be good to have one by the end of the year for a January mailing

Nominations Committee:

- ❖ We will need to fill 2 (possibly 3 Board vacancies). Luann Teige will check into this and let the Nomination committee know.

Affiliate Council:

- ❖ Jayne Mullins emailed the AIRS Affiliate Council meeting minutes to the Board Members. Items of interest are:
 - There are currently some lobbyists pushing to connect funding to socially sensitive issues. This could mean that accepting funding from government sources would eliminate some resources from our databases and not allow us to refer to certain programs. AIRS is developing a policy statement regarding this lobbying activity and the impact it could have on our profession. They will be emailing this to the membership with a survey for approval of the statement (deadline will be June 29th). There was also discussion regarding including this information in the summer newsletter.
 - AIRS is resurrecting the national Taxonomy Committee.
 - Our next membership reimbursement check will be July 15th.
 - Luann will check on posting the AIRS meeting minutes on our web site.

2-1-1:

- ❖ The 2-1-1 Board is now meeting every 2 or 3 months. The office is located in Kimberly, Wisconsin. Steve will write a piece for the newsletter.

- ❖ 2-1-1 Wisconsin has a final draft of the call center districting (not yet approved by vote). Lincoln County may be covered by the Marathon County Office (depends on funding). Douglas County will be covered by Duluth, Minnesota.
- ❖ There is no time frame for a complete statewide system to be running.
- ❖ WisconsinAIRS will talk with Eric Ostermann about linking to the 2-1-1 web site from the WisconsinAIRS web site as a means to provide our members with convenient access to the 2-1-1 activities/information.
- ❖ Funding issues and concerns still exist for some areas of the state.
- ❖ The database committee has identified and prioritized 11 categories of basic needs as a beginning to creating a standardized statewide database. All 2-1-1 centers are required to meet the AIRS standards. There was a questions regarding whether this information was available anywhere and could/should we share it with our membership.
- ❖ The organization is now looking to Eric Ostermann to move forward, however, many things are not yet clarified.

Strategic Plan:

- ❖ We should be thinking about what our role is.
- ❖ Areas we can develop:
 - Coordinating and offering Certification opportunities including trainings.
 1. Develop a list of people willing to Proctor exams
 2. Develop study groups and a list of people willing to lead/present
- ❖ Maurine Strickland is willing to work on this.

Miscellaneous Items:

- ❖ We still need to deal with the archived items.
- ❖ We should provide recognition and thanks to Alice Henry for taking care of the mail for so many years. Steve Peterson suggested creating an Alice Henry Scholarship award.