



MICHIGAN ENVIRONMENTAL HEALTH ASSOCIATION

An organization of professionals dedicated to the improvement of health through management of the environment.

MICHIGAN ENVIRONMENTAL HEALTH ASSOCIATION EXECUTIVE BOARD MINUTES

March 4, 2005

I. CALL TO ORDER

The Executive Board of the Michigan Environmental Health Association held a meeting on March 4, 2005 at the Bavarian Inn Lodge, Frankenmuth, Michigan. President Brian Cecil called the meeting to order at 11:54 a.m.

Members Present: Brian Cecil, John N. Gohlke, Alan Hauck, Kristen Schweighoefer, Mary Malta, Derrick Simmons, Becky Ouellette, & Tricia Dreier.

Members Absent: Ryan Whaley, Kimberly Beanum-Coleman, Tracy Nelson, all members excused

Guests Present: Kimberly DeMars, Bruce Du Hamel, Holly Mercer

II. ADDITIONS TO THE AGENDA

- A. Unfinished Business:
 - Add item # C – NEHA & IAFP Conferences
 - Add item # D – Mega/Super Conference

Motion by Alan Hauck and seconded by Derrick Simmons to accept the agenda as revised. Motion passed unanimously on a voice vote.

III. SECRETARY'S REPORT

- A. The February 4, 2005 minutes were reviewed.

Motion by John N. Gohlke and seconded by Tricia Dreier to approve the minutes as amended. Motion passed on a 7 - 0 vote. The new executive board member Kristen Schweighoefer abstained from voting.

IV. TREASURER'S REPORT

- A. Draft copies of the Treasurer's report dated January 8, 2005 through February 7, 2005 were passed out and reviewed. Beck Ouellette passed out copies of the organization's credit card statement for review by board members.

Motion by Tricia Dreier and seconded by Alan Hauck to accept the treasurer's report as submitted. Motion passed unanimously on a voice vote.

- B. Becky Ouellette reported that when checks were reordered they were misprinted. The misprinted checks were shredded and reprinted starting with #1455. The shredded checks cover numbers #1416 – 1454.
- C. There was some discussion by the Board to give the Treasurer more legal protection. Becky Ouellette & John N. Gohlke will both look into the matter.

V. PRESIDENT'S REPORT

- A. Board meeting dates – The next meeting of the MEHA Executive Board will be held on Friday, April 22, 2005 at Constitution Hall in Lansing, Michigan. The meeting will begin at 10 am. The following dates and locations were also set at this meeting:
- a. May 13, 2005, Ann Arbor
 - b. Annual Planning Session/Board Meeting, June 9 & 10 2005, Ralph A. MacMullan Conference Center, Higgins Lake
 - c. August 26, 2005, Holland
 - d. September 23, 2005, St. Ignace (or other Upper Peninsula location to be determined)
 - e. November 4, 2005, Macomb County
 - f. December 9, 2005, Mt. Pleasant
 - g. January 13, 2006, Lansing
 - h. February 10, 2006, site of AEC (TBD)

VI. UNFINISHED BUSINESS

- A. MEHA Website – Discussion held regarding how information should be routed before placing it on MEHA's website: www.meha.net. Julie Zdybel is creating PDF files for Jeff Holbrook, web liaison to post on the website. Julie forwards all information to MEHA President, Brian Cecil. After review, Brian then passes information to Jeff to post on the website.
- B. Audit Committee Recommended Change to Endowment Fund – This item was brought up at the Annual Business Meeting, held Thursday March 3, 2005. It will be discussed further at the April 22, 2005 meeting.

- C. NEHA & IAFP – Discussion held on conflicts with the President going to NEHA this June. Alan Hauck, President-Elect, said he would go to NEHA and Brian Cecil could go to IAFP. Brian Cecil will send a letter to NEHA to switch the delegate from himself to Alan Hauck. Alan Hauck stated that when he is President, he would like consideration to go to IAFP.
- D. Mega/Super Conference – Past President John N. Gohlke recommended a mass mailing to poll the general membership on their ideas. President Brian Cecil recommended coming back to this issue at the April meeting. He asked that board members come with questions to go into a survey that can be put into the quarterly newsletter.

VII. NEW BUSINESS

- A. No new business at this time

VIII. CORRESPONDENCES

Becky Ouellette brought the MUCC application to the meeting for board members to sign up for their mailings.

IX. NEXT MEETING

The Executive Board will meet on Friday, April 22, 2005 at Constitution Hall in Lansing, Michigan. The meeting will start at 10:00 a.m.

X. ADJOURNMENT

Motion by John N. Gohlke and seconded by Tricia Dreier to adjourn the Executive Board Meeting at 1:13 p.m. Motion passed unanimously on a voice vote.

Respectfully submitted,

Kristen Schweighofer, MPH, R.S.
Secretary MEHA
March 4, 2005