



**Board of Directors**  
 Meeting Minutes  
 November 25, 2019  
 2:00 PM

Board Members: P= Present, E = Excused

Ann Abdella	P	Helen Evans	P	Paul Pettit	E
Tess Barker	E	Sylvia Getman	E	Michael Pease	E
Ann Battaglia	P	Richard Kazel	P	David Riddell	P
Barry Brogan	P	Jennifer Leszyk	P	Carrie Roseamelia	P
Derrick Chrisler	P	Nancy McGraw	E	Jack Salo	P
Alison Coates	P	Gertrude O'Sullivan	P	Mary Zelazny	P
Charlotte Crawford	P	Claire Parde	P	Karen Madden	P

Staff Present: Karin Blackburn, Sara Wall Bollinger

Quorum established; Helen Evans called the meeting to order at 2 o'clock.

1. Call to Order

Helen asked all members to confirm information in the board roster and committee membership. There will be an in-person board meeting Monday, February 3, 2020 from 3 to 5 PM in Albany at the Hampton Inn, 1442 Western Avenue. This replaces the board meeting originally scheduled for January 27, 2020.

2. The minutes of September 27<sup>th</sup> (Carrie/Claire) were approved.

3. Committee Reports

a. Membership

Charlotte updated the Board on the status of the One and Done membership campaign. So far two new organizations have joined as a result of this effort.

b. Governance

Claire reported that all Disclosure of Interest forms have been received and will be reviewed at the next committee meeting. When there is an

action before the board about which a member has an interest, the member should recuse him/herself.

c. Finance

David reported that the Committee has reviewed and accepted the 3<sup>rd</sup> Quarter financial reports. A full report on the Conference financial results will be available after November has closed. The Committee will now work on the 2020 Budget and an RFP for Audit services. Barry asked about the large amount of cash in the checking account.

Action: David agreed that the Committee will draft a policy for cash transfer to the money market account for Board approval at the next meeting.

d. Policy

Barry reported that the Committee is identifying advocacy priorities and assembling a list of people to invite to the Policy Briefing scheduled on Tuesday February 4<sup>th</sup>. Barry also asked for volunteers to attend the Policy Institute in Washington DC February 11-13, 2020.

e. Conference

Carrie and Allison reported that they are confirming Committee members and developing a project management process for tracking details. The Committee is currently seeking ideas for themes.

f. Education & Communication

Karin reported that the first Webinars were held October 17<sup>th</sup> and November 21<sup>st</sup>.

An audio-file is available on the NYSARH website.

4. Management Report

- Karin and Sara speak frequently with each other to insure coordination.
- Karin and her team are spending a lot of time working on the Appropriation contracts. Status checklists are on the Board Portal. NYSARH has not yet finalized the contract with the Office of Rural Health, but we are making steady progress. Action: Sara will facilitate the development of a Board Advisory Committee to support Karin with Appropriation-related issues.
- We have submitted a proposal to NRHA for the 2020 grant [\$9,500] which is on the Board Portal. Most of the money is designated to support travel to national training sessions.
- Discussion  
Action: NYSARH will develop a checklist to decide whether or not NYSARH should apply for any specific funding.

Action: NYSARH will develop a policy to screen potential sponsors, funders or advertisers.

5. Comments & Announcements

Helen asked members to share some of their activities to celebrate National Rural Health Day earlier this month.

NEXT Board of Directors MEETING: February 3, 2020 from 3:00-5:00p.m.

There being no other business, the meeting adjourned (Carrie/Barry) at 2:48PM.

DRAFT