

SSO:USA BOARD MEETING MINUTES 10.05.27

Board Members Present: Sheama Krishnagiri (SK); Esther Huecker (EH); John White (JW); Beth DeGrace (BD), Elizabeth Francis-Connolly (BF); Doris Pierce (DP); Tina McNulty (TM), Linda Buxell (LB); Lynne Anderson (LA)
Meeting started: 2pm pst.

Issue	Discussion	Action
Approval of Minutes (SK)	Minutes approved	Beth to send minutes to Kate for posting to website.
Treasurer Report (EH)	Esther presented the financial statements. There were not any questions. Esther discussed Website Payment Pro (operated by Paypal) where credit card information could be entered directly onto the SSO website vs. direct linking to PayPal. Pros and cons were discussed and for now the decision was made to use PayPal as it is already set up. Payment for conference and for membership can be done through the SSO website (link to Paypal).	
Conference Committee (TM)	<p>Tina was the SSO USA Board representative to the ISOS meeting, during the WFOT conference in Chile and provided a brief report of the meeting. Board discussed the benefits of a formal SSO USA representative to ISOS. Sheama will discuss the possibility of a SSO USA representative with the ISOS Board, and touch base with Jeanne Jackson and Erna Blanche who were also in attendance at this ISOS meeting for their perspectives of this WFOT gathering.</p> <p>Tina discussed the documents she provided to the board comparing the two different resorts in Utah for the 2011 SSO USA conference (documents on file). After discussion and consideration of the information provided the following motions were made:</p> <p>Sheama moved that the dates for the 2011 Annual SSO USA Research Conference be held October 20th to the 22nd. Motion adopted.</p> <p>Doris moved that Deer Valley venue be the host facility for the 2011 Annual SSO USA Research Conference. Motion adopted.</p>	<p>Sheama will talk with ISOS Board, Jeanne Jackson and Erna Blanche.</p> <p>TM to confirm dates with the Deer Valley resort.</p>

Membership Committee (JW)	The membership committee has not met since the last meeting, but prior discussions revolved around student recruitment, membership benefits (e.g. password protected information on the SSO website for members only, similar to AOTA; discount to JOS or other journal). Committee still in process of defining minimal growth. Board encouraged to think about membership committee as a standing committee vs. ad-hoc and possibly as a subcommittee under communication.	
RZLOS (JW)	Requests for nominations from the members at large. John will send out a list of nominations via Survey Monkey, once the call for nominations has closed. Board proposed no more than a dozen. Virginia Dickey has agreed to serve as the past RZLOS member on the committee.	
Legal Committee (LA)	Lynne asked for clarification of the new responsibilities of the Legal Committee including following the SOPS, developing formal relationships with ISOS. Lynne will call Moses and discuss feedback received from the Board.	Lynne will discuss feedback from Board with Moses.
Research Committee (DP)	Doris asked for feedback on the Research Grant in Occupational Science proposal (on file) drafted by the research committee. Board asked for clarification on amount of money (1 big grant vs. dividing the monies into smaller grants, timing (one time, annual, etc...)). Doris asked Board to provide her with any additional feedback on the document via email. Doris will bring back the information from the meeting today, as well as information emailed to her, to the research committee.	Board to provide Doris with feedback on the Research Grant in Occupational Science proposal. Doris will share feedback from Board with the Research Committee
Communication Committee (LB)	Linda provided an update on the website and conference registration. Brief discussion amongst the Board regarding maintaining track of registration and feedback.	
Presidents Report (SK)	Sheama reviewed volunteer policy approved in 2005. Due to limited remaining time in the meeting, discussion tabled until June Board meeting. Sheama asked Board to consider language for rotation and on the policy. Meeting convened at 3:58 pm pst. <i>Beth DeRance</i>	