

*Hearing Loss Association of North Carolina
Annual General Meeting
Board of Trustee's Meeting
Saturday – February 3, 2007
Self Help Center – Greensboro, NC*

Voting Trustees (9) present:

Joan Black (At Large), Co-President
Steve Barber (HLA-Wake), Co-President
Beverly Elwell (HLA-Charlotte), Secretary
John Black (At Large)
Cynthia Harmon (At-Large)
Wayne Giese (HLA-Morganton), Past President
Julie Bishop (HLA-Wake)
Bill Shugart (HLA-Winston-Salem)
Bill Crowley (HLA-Winston Salem)

Non-voting Members/Guests (10) present:

Vicki Pinson, CAN-CSDHH
Lovetta Baker, CAN-CSDHH
Jeff Mobley, HOH Program Coordinator-DSDHH
Kay Satterwhite, HHSS-Raleigh RC
Susan Wilson, HHSS-Greensboro RC
Judith Pittillo, HHSS-Asheville RC
Karen Caputo, HHSS-Wilson RC
Ivy Williams, HHSS-Charlotte RC
Terrye Fish, Director of VR Services for the D/HH/DB
Kim Calabretta, Sprint CapTel Account Manager-Relay NC

Voting Members (6) Regrets:

By message:

Ruth Miller (HLA-Chapel Hill)
Dianna Attaway (HLA-Hendersonville), State Coordinator
Lorene Roberson (At Large)
Richard Wilson (HLA-Guilford)

No message:

Dare Carden (HLA-Durham)
Janet McGettrick (HLA-Wake), Vice President

Non-voting Members/Guests (1) Regrets:

Pam Piretti, HHSS-Wilmington RC

PRINTED MATERIAL DISTRIBUTED:

1. Agenda of February 3, 2007 Meeting
2. Draft of Minutes from August 12, 2006 Meeting
3. Draft of Minutes from November 4, 2006
4. Treasurer's Report as of December 31, 2006 and January 31, 2007
5. Sample of letter to solicit exhibitors
6. Sample of Registration Form

Call to Order of Board of Trustees Meeting /Meeting Protocol

Joan Black

The Meeting was called to order at 10:03 a.m. by Co-President Joan Black; she asked that members and guests take advantage of the ALDs, soundfield system, and Agenda. The PowerPoint Presentation was projected as a guide. Special thanks were given to Susan Wilson for bringing the ALDs, and to Vicki Pinson & Lovetta Baker, with the Communication Services for the Deaf and Hard of Hearing, for providing Computer Assisted Notetaking. Co-President Joan Black asked that a sign-up sheet be completed as it comes around the table.

Annual General Meeting

Beverly Elwell

Beverly opened the Annual General Meeting by reading the portion of our by-laws that stipulates an Annual General Meeting is to be held every year, at which time officers are elected and trustees are appointed. The general membership, that is, members of national in good standing, are to be notified of the meeting 60 days in advanced. Additionally, chapters and groups are to be notified of the meeting. From a list provided by national, 155 letters were mailed out on 12/14/06; only 2 were returned as undeliverable.

The first item of business for the Annual General Meeting was to elect officers for 2007. A slate of officers was distributed to the Trustees via the listserve.

- √ This slate of officers was accepted by consensus:
 - Co-Presidents: Steve Barber & Joan Black
 - Vice-President: Julie Bishop
 - Secretary/Treasurer: Beverly Elwell

The second item of business was to establish the nominating committee for the election of 2008 officers. It was agreed that the current officers would serve on that committee.

The final item of business was to appoint Trustees to represent the different chapters and groups in the state.

- √ This list of 14 Trustees was recognized as appointed:
 - At-Large: Joan Black, John Black, Cynthia Harmon, Lorene Roberson
 - HLA-Charlotte: Beverly Elwell
 - HLA-Winston-Salem: Bill Crowley, Bill Shugart
 - HLA-Hendersonville: Dianna Attaway
 - HLA-Morganton: Wayne Giese
 - HLA-Chapel Hill: Ruth Miller
 - HLA-Durham: Dare Carden
 - HLA-Wake: Steve Barber, Julie Bishop, Janet McGettrick

Beverly closed the Annual General Meeting and turned it over to Joan to continue with the Meeting of the Board of Trustees.

Secretary's Report

Beverly Elwell

Beverly presented the **Minutes of the August 12, 2006 meeting** because no written minutes were presented at the last meeting. She also presented the **Minutes of the November 4, 2006 meeting**. Beverly stated that there is already 1 correction to the November 4th minutes – an addition to be made at the end of the meeting minutes about the online discussion that occurred to accept the appointment of Julie Bishop as a Trustee, representing HLA-Wake. In the interest of time, the minutes were set aside to move onto the Conference Planning. The minutes will be reviewed via the listserv.

Treasurer's Report

Beverly Elwell

In the absence of outgoing Treasurer Pamela Jackson, Beverly presented the **Treasurer's Report as December 31, 2006**, reporting a balance of \$15,084.75, of which \$11,792.00 is earmarked for the 2007 Conference. She also presented the **Treasurer's Report as of January 31, 2007**, which has the same balance of \$15,084.75. Since the November 4, 2006 meeting, there was an income of \$10,500.00, all for the 2007 Conference, which included a \$2,500 sponsorship from MED-EL, a \$7,000 sponsorship from Sprint Nextel, and a \$1,000 anonymous donation for the conference. Beverly also noted that the \$200 donation to National HLAA has finally cleared. Possible expected expenses include:

- \$75 nonrefundable application fee to AHEC for CEUs
 - \$40 nonrefundable application fee to Hearing Aid Distributors/Fitters Board for CEUs
 - Upfront monies for Michael Harvey and Carol Flexer
 - \$50 – \$100 for Liability Insurance under HLAA's policy
 - Money to pay for travel and hotel expenses for Terry Portis
- √ Both reports were accepted as presented.

General Conference Planning

Joan Black/Steve Barber

Sponsorships:

- NC Division of Services for the Deaf and Hard of Hearing – has and will provide staff time; will sponsor speaker Sam Trychin; will do the conference bags; can help out with ALDs
- Sprint CapTel NC – has provided \$7,000
- MED-EL Corporation – has provided \$2,500; will exhibit and will give a presentation
- Anonymous Donation – has provided \$1,000 for mailing/postage expenses
- NC Department of Public Instruction – will sponsor speaker Carol Flexer
- HLA-Durham – has provided \$1,000
- NC Division of Vocational Rehabilitation Services – has committed to providing \$5,000 to help with the CAN and interpreter services
- NC Division of Mental Health – may be able to sponsor speaker Michael Harvey; still in the works
- It may be that HLA-NC will sponsor Terry Portis
- Conference is hosted by the Division of Speech and Hearing Services with UNC-CH
- None of the nationally known speakers need upfront monies

General Planning Information:

- One already known conflict with the 2007 HLA-NC Conference is that the NC Conference on Aging will be in Winston-Salem on September 10-12, the Monday thru Wednesday of the same week. The Director of the Council on Aging has stated that the staff will be encouraged to attend the HLA-NC conference as well. Aging and Adult Services has offered a staff person and a presenter.
- The Program Committee decided that workshop sessions will be 1¼ hours to fulfill the CEU requirements. Still working on setting up CEUs – they will come from the NC Hearing Aid Dealers and Fitters Board and the AHEC (allied health education consortium).
- Discussed the length and placement of the Plenary Sessions in the auditorium. Both Michael Harvey and Carol Flexer will be here on Saturday only. Sam Trychin will be here both Friday and Saturday. Terry Portis will be here Friday evening and all day Saturday.
 - Trychin will present a Plenary Session in the auditorium on Friday with no other concurrent sessions going on. He is willing to do a workshop session later on.
 - Michael will present a Plenary Session in the auditorium on Saturday with no other concurrent sessions going on. He is willing to do a workshop session later on.
- Possible conference schedule:
 - Friday, September 14th
 - 8:00 – 9:00 a.m. Registration
 - 9:00 – 9:30 a.m. Opening Session
 - 9:30 – 10:45 a.m. Plenary I
 - 10:45 – 11:00 a.m. Break
 - 11:00 a.m. – 12:15 p.m. Concurrent Sessions
 - 12:15 – 2:00 p.m. Lunch
 - 2:00 – 3:15 p.m. Concurrent Sessions
 - 3:15 – 3:30 p.m. Break
 - 3:30 – 4:45 p.m. Concurrent Sessions
 - 4:45 – 5:00 p.m. Break
 - 5:00 – 6:30 [a.m. Reception
 - Saturday, September 15th (need to work on times)
 - Registration
 - Plenary II
 - Break
 - Concurrent Sessions
 - Lunch
 - Concurrent Sessions
 - Break
 - Concurrent Sessions
 - Closing Session
- Current speakers and topics:
 - Plenary Speakers
 - Sam Trychin, Ph.D. – will speak about hearing loss in adults
 - Michael Harvey, Ph.D. – will speak about mental health
 - Terry Portis, Ph.D. – will speak about hearing effectively in places of worship
 - Workshop Speakers

- Denise Portis – wife of Terry Portis, good story teller, will speak about family issues
- Carol Flexer, Ph.D. – will speak about educational audiology and assistive listening devices
- Carolyn Brown, M.S., CCC-SLP/A – will speak about pediatric cochlear implants and the auditory-based approaches
- Denise A. Tucker, Ph.D., CCC-AuD – will speak about tinnitus and medications that affect hearing
- Jackson Roush, Ph.D. – will present on hearing aids
- Barbara Winslow – is an industrial audiologist and will present
- MED-EL Corporation – will present on the Vibrant Soundbridge, new technology on the horizon
- Rachael Ragin, M.A. – state consultant with DPI and will present
- Florence Slotys, MSW, ACSW, CCSW – clinical professor at UNC-CH and will present
- Steve Barber – long time member of NC-SHHH/HLA-NC and will present
- Laura Barber – daughter of Steve and an audiologist who will also present
- Jennifer Campagna – wife of CI user and will present
- Joni Alberg, Ph.D. – executive director of BEGINNINGS for Parents of Children Who Are Deaf or Hard of Hearing and will most likely present on a research study that is currently going on in NC
- Donna White – from Aging and Adult Services and will present
- Jeff Mobley – with DSDHH and will present
- Kim Calabretta – with Sprint CapTel NC and will present
- Program Planning Committee will work on the scheduling aspect of concurrent sessions
- Financial aspect of the conference:
 - Finance committee consists of Beverly, John Black and Ron Venezia, who was a previous treasurer
 - Steve put together a spreadsheet which covers the various costs of putting on a conference, including use of the Friday Center, cost and expenses of keynote presenters, interpreters, CAN, ALDs, cost of providing CEUs, printing program books, copying/mailing flyers/letters, reception/dinner costs, etc. Listed the different sources of income such as sponsorships, exhibitors, donations, program ads, silent auction. Bottom line is that in order to break even, we will need 300 people to attend, and need more sponsorships and exhibitors.
 - Sponsorships levels – check out website for more information:
 - Platinum: \$5,000 and above
 - Gold: \$2,500 to \$4,999
 - Silver: \$1,000 to \$2,499
 - Bronze: \$500 to \$999

Lunch Break:

Broke for lunch at 12:00 noon

Came back from lunch at 1:00 p.m.

Visit our web page at www.nchearingloss.org for more information and contacts.

- Exhibitors Committee (Julie Bishop)
 - Database of vendors, with addresses and email addresses is complete
 - Will send out invitations via email first, and then follow up with phone calls. Need volunteers to help with phone calls. Passed out sample letter.
 - Exhibits will be in the atrium of the Friday Center; exhibiting space is 6'x10'; have up to 17 or so tables available
 - Have fee schedule for For-profit businesses and Not-for-Profit Agencies or Organizations
- Registration Costs
 - Suggested fee of \$150 for 2 days; \$125 for early bird registration by June 1st for Professionals
 - Suggested fee of \$100 for Seniors, Students and Parents
 - Suggested fee of \$80 for 1-day only attendance
 - Provide a discount amount for presenters
 - Look for sponsor of Friday night reception
 - Need to find out if the Friday Center is charging for every body that comes in the door
 - Charge an additional amount of \$12.50 for a 2-hour Saturday lunch, which will include a speaker or get sponsorship.
 - Right now, folks have to download form, complete it and mail it in; we're not currently thinking about setting up on-line registration and payment
 - Friday Center
 - Cost includes continental breakfast for both days, 2 breaks each day and a boxed lunch on Friday (@\$12.50/box)
 - 30 tables
 - 30 ALDs
- Publicity (Steve Barber)
 - Webpage is in good shape
 - Need to solicit funds and/or registrations from HLA chapters in the state
 - Will announce conference on several yahoo groups that are connected with hearing loss
 - Would like to see newspaper articles about the conference – local chapters could write to their own newspapers
 - Would like to get TV news coverage – perhaps on public TV or on calendar of events
 - Work with the DHHS' public information department to get out a press release – Jeff M. can help with this
 - Will give flyers to the HHSS with the DSDHH for them to send/give to consumers
 - BEGINNINGS can give flyers out to parents and professionals that are on their database
 - Ask audiologists to include information in their newsletters
- Hospitality (Ruth Miller)
 - Webpage links to motel sites, restaurants in the area, nearby hospitals
 - Don't know yet if conference weekend is a football weekend as the schedule is not yet out
 - Working on getting discounts at local motels; will ask them to advertise in our program book

Visit our web page at www.nchearingloss.org for more information and contacts.

- Silent Auction (Lorene Roberson)
 - Letter inviting items for auction will be placed on webpage, has guidelines for what would be accepted
 - Local chapters need to help with asking individuals and businesses to donate items
 - Will ask vendors to donate items as well
- Program Book
 - Steve can work on the production part; someone needs to work on the marketing part
 - Need logos and artwork
 - Solicit local motels and restaurants
 - Fees for ads are on the web page

New Business

- HLA-NC was asked to submit name for a young person to attend an NAD Leadership Training session, sponsored by Sprint. One young woman has indicated an interest.
 - √ By concensus, HLA-NC will submit Dawn's name as our representative

Next Meeting

- Most likely will be on Saturday, May 5th – announcement will be made by the listserve
- Suggested changing back to meeting at Heritage Green – Susan Wilson will make arrangements

Adjournment of Meeting

The meeting was adjourned at 2:55 p.m. by Co-President Joan Black.

Respectfully submitted,
Beverly A. Elwell
April 30, 2007