

LACHE Board Agenda  
August 3, 2011  
Learning Center for Rapides Parish  
Alexandria, LA  
Meeting Minutes

The 2011 LACHE Board meeting was called to order at 10:00 am by David Pulling, Louisiana State University Eunice, LACHE President. First action was for the board to introduce themselves and discuss their Continuing Education Units. Board members present David Pulling, of LSU Eunice serves as president of LACHE; Paula Thornhill of University of Louisiana at Monroe serves as vice president; Tisha Taylor of LSU Shreveport serves as treasurer; Melissa Stafford of LSU serves as secretary; Obadiah Simmons of Grambling State University serves as member-at-large; and Darlene Williams of Northwestern State University serves as member-at-large.

First agenda item was a review of the constitution/ by laws of the organization with focused attention on membership and board members job description. The revised constitution/ by laws will be circulated and voted on at the annual conference in the spring.

Second agenda item was membership status and ideas to reach members. The board agreed to the action item to create a current membership list based on Article III of the constitution. The board split the state and assigned board members to research contact at each institution as follows:

Southern University System- Obadiah Simmons

University of Louisiana System- Paula Thornhill

Louisiana Community and Technical College System- Darlene Williams and Tisha Taylor

Private Intuitions- David Pulling

Louisiana State University System- Melissa Stafford

David Pulling will craft a letter of introduction and invitation to participant in LACHE to the fore mentioned membership list. This letter will also include an application. The board set a goal of October to send the letter/application.

Third agenda item was to discuss Communication Strategies for 2011-2012. The goal is to hold a membership drive. Darlene Williams will continue to maintain the LACHE Website. There was a discussion on the LACHE logo and Tisha Taylor agreed to follow up with the board to revive the LACHE logo. The board agreed that a quarterly e-newsletter is a communication goal for the year. The board set January 2012 as the target for the first e-newsletter with the purpose to include a "save-the-date" reminder for the annual spring meeting. Tisha Taylor will research creating a LACHE twitter feed and facebook page. Melissa Stafford circulated the press release for the board meeting and the board agreed to its distribution to local media.

The fourth agenda item was the annual professional development meeting in the spring. Paula Thornhill as vice president was given the led on the planning of this meeting. Suggestions were

made on location and David Pulling will contact McNeese in Lake Charles about hosting. He will report back to the board. Themes and meeting formats were suggested such as returning to the previous meeting format which included an evening networking event the night before the annual meeting.

The board discussed how LACHE can forge partnership with state agencies. Obadiah Simmons suggested LACHE draft a letter to state agencies to introduce the services and discuss the benefits LACHE members can make to state agencies.

The board discussed strengthening ties to ACHE and UECA by using existing funds to sponsor LACHE members to attend meetings.

David Pulling dismissed the group at 2:30 pm.