CODA Omaha Service Board Meeting

Sunday Feb 23, 2014

UNMC Lied Transplant Center, Room 2755

12:30-1:30pm

Attendees: Lynn S. Chair, Debbie Technology Contact, Gail K, State Delegate & Vice Chair, Lola Literature, Kelley M. Secretary, Jonathan L, Membership Committee

1. Introduction of new board members: Contact information for website/anonymous email addresses

2. Overview of Order Business for future meetings:

- Reading of minutes/Approval (5 minutes)

- Meeting reports (2 minutesmax per person unless there is a problem)

- Individual board member reports (2 minutes max per person)

- Unfinished Business/Tabled items (8 minutes)

- New Business/events (remainder @ 15 minutes)

Conduct/Time limits to streamline meetings:

Discussion of Quorum of 4 needed to vote, protocal for missing a board meeting, board members to contact Chair to give their vote on certain issues.

New business:

- Suggestions for new member packets, discusssed approved materials; brochure, meeting list, contact list, 1 day coins

- Suggested the point of contact for each meeting; those contacts have new comer packet

- Spreadsheets to keep track of meeting attendance, etc and to track membership of meetings

- Email list for CoDa members; around 50 people, decided it was useful to continue to use but also to have a separate list for pointof contacts at the meetings for disseminating information

- Updating website

    -publish minutes after approval (Kelley) will email board after meeting and then

minutes will be published on   website after approval from the board

      -creating/adding posters/flyers at least one month prior to events; Lynn will try to create 3 months prior to   events

      -adding announcements to home page website (Lynn)

      -updating contacts (meeting chairs/new board members, etc) (Lynn) Gail to contact listed members running   the meetings to check on status

      -Looked at meeting list for correct and current contacts for every meeting, updated and to be published on   website correctly

      -Plans to contact CoDa national to correct "inactive" meetings on website (Terry)

Suggested Membership Committee: Lynn S., Terry C., Kelley M., Gail K, Jonathan L. Suggesting calling it an community outreach and how to retain CoDa members **(Quorum voted YES)**

Coda Ledger

Jan 14th, ending balance $1416.12

February 14th Beginning balance $1416.12

Credits $30.00

Debits 0

Balance of 2/23/2014 $1446.12