

MINUTES
ADHA Institute for Oral Health
Board of Directors Meeting
Wyndham Chicago
March 6, 2010
8:30 a.m – 10:30 a.m.

PRESENT: Diann Bomkamp, RDH, BSDH, Chair, Missouri
Lynn Ramer, LDH, Chair-Elect, Indiana
Caryn Solie, RDH, Director, Nevada
Pamela Quinones, RDH, Director, Maryland
Hope Garza, RDH, BS, Treasurer, Texas

STAFF: Ann Battrell, RDH, MSDH, Corporate Secretary
Star Abernathy, Executive Administrator
Ashley Smith, Administrative Assistant

I. CALL TO ORDER

Chair Bomkamp called the meeting to order at 8:20 am.

II. APPROVAL OF AGENDA

The following item was moved on the agenda:

7C - Donation from the Estate of Karla Girts, RDH, BSDH

The agenda was adopted.as amended.

III. CONSENT AGENDA

The following items were approved under the consent agenda:

3A - Institute BOD Minutes – August 7, 2009
Liaison Training & Development
Annual Session Logistics

IV. ITEMS REMOVED FROM CONSENT AGENDA

3A – Update on Grant Funding – Virtual Dental Home Project

V. FAX BALLOTS

Fax ballots 2010-01and 2010-02 were ratified

VI. DONATION FROM THE ESTATE OF KARLA GIRTS, RDH, BSDH

The Board discussed where the \$10,000 donation from the estate of ADHA Past President and IOH Chairperson Karla Girts, RDH, BSDH should be appropriated.

The Board recognized the importance of using this donation in a manner that would honor the legacy of Karla Girts.

Discussion was held on the role of the Institute in building the ADHA Masterfile Project and how the Institute would provide ongoing funding. The Board agreed that it is important that the Institute demonstrate its commitment to ensuring that ADHA be the expert on the profession of dental hygiene.

INS 09-07 (M)Ramer (S)Solie

That the Institute establish the Karla Girts Masterfile Project Fund

Justification: *Establishing this fund not only honors the memory and legacy of Karla Girts, but also demonstrates the Institute's ongoing commitment to ADHA being the definitive resource on the profession of dental hygiene.*

VII. UPDATE ON GRANT FUNDING – VIRTUAL DENTAL HOME PROJECT

The Board review Dr. Paul Glassman's update on the Virtual Dental Home Project site that the Institute currently sponsors in Visalia, CA and considered his request for additional funding for the 2010-2011 fiscal year.

The Board agreed that the data collected through the project will be instrumental in advancing the profession of dental hygiene.

Discussion was held regarding whether the Institute, at this time, could commit to providing support for the project at the level requested.

The Board will determine the level of financial support it can provide at the Fall Board of Directors meeting pending the conclusion of the 2009-2010 fiscal year.

VIII. FINANCIAL REPORT

A. Institute Fund Balances (as of 12/31/09)

The Board reviewed the balances of Institute accounts.

B. Fundraising Update

Staff provided the Board with an update on how the current fundraising year is progressing.

Discussion was held regarding different ways in which the Institute can reach out to existing and potential donors throughout the year.

The Board would like staff to do an electronic appeal via email to all members of ADHA as one last final push before the end of the fiscal year. This email appeal would be in addition to the scheduled spring appeal to lapsed donors.

The Board acknowledged that the Institute must be strategic about when and how it reaches out to its donors

C. Proposed Budget FY 2010-2011

Hope Garza gave an overview of the 2010-2011 Proposed Budget.

General assumptions made during the process of revising the budget were a reduction in discretionary spending, including donations to charitable organizations and the increased use of electronic communication.

The Karla Girls Masterfile Project Fund will be added to the 2010-2011 budget.

INS 09-08 (M)Garza (S)Ramer

That the 2010-2011 proposed budget for the Institute for Oral Health be adopted as amended.

Justification: *The budget facilitates the Institute's efforts to fulfill its administrative and fiduciary responsibilities*

IX. NEW BUSINESS

A. Erie Family Health Center Golden Toothbrush Awards

The Board reviewed a request from Megan Fitzpatrick, ADHA Director of Governmental Affairs to sponsor a table at the 2nd Annual Golden Toothbrush Awards, hosted by the Erie Family Health Center.

Staff provided the Board with a description of ADHA's role in planning and coordinating this event along with Erie.

INS 09-09 (M)Quinones (S)Garza

That the ADHA Institute sponsor a table for \$1,000 at the 2nd Annual Golden Toothbrush Awards, hosted by the Erie Family Health Center.

Justification: *This event provides additional exposure for the Institute, is consistent with the Institutes commitment to community service and allows the opportunity to work with groups outside of the traditional "dental community".*

B. NCOHF Update and Request for Additional Funding

The Board considered a request from the National Children's Oral Health Foundation for additional funding.

Each named grant/scholarship that is currently awarded through the Institute is directly dependent upon donations made to that specific fund;

as such, the number of grants/scholarships awarded is based upon the availability of funds.

Discussion was held on what Institute's procedure is when a named scholarship/grant does not have enough money to cover the cost of the award in any given year. Current Institute policy dictates that the scholarship/grant is not promoted or given out until such time that enough money has been raised through donations to give out the award.

It is the Board's position that this remain the policy of the ADHA Institute for Oral Health

C. Council on Research Recommendation to the ADHA Board of Trustees

The Board discussed the following recommendation to the ADHA Board of Trustees regarding Institute Research Grants:

Recommendation 2: That ADHA/IOH investigate the feasibility of adding the following condition to IOH grants: Recipients of IOH grant funds agree to submit the results from studies stemming from those funds for publication within three years after study completion. If recipient fails to submit the results then ADHA has the right to publish the study.

Justification: Adding this condition to IOH funding is a way to ensure that dental hygiene data is disseminated in a timely manner and is a mechanism of assessing the progress of the NDHRA.

The Board would like to ensure that valuable research that is funded by the Institute be published in the *Journal of Dental Hygiene*.

Staff assured Board that implementation of such a policy would not be difficult to put into place.

The Board agreed that such a policy would strengthen the Institute Research Grant Program and fully supports this recommendation.

X. UNFINISHED BUSINESS

A. Institute Advisory Committee

The Board reviewed a draft description of the Institute Advisory Committee. While the Board understands the need for an Advisory Committee, especially with regards to soliciting major donors from outside of the ADHA membership, the Board would like to fine tune the role and responsibility of the committee.

The Board discussed how ADHA Past President's could be utilized in this capacity. The Institute will gather information with regards to how Past President's can be made a part of the Advisory Committee during annual session. Further discussion on this committee will be take up at the Fall Board of Directors Meeting.

XI. ADJOURNMENT

There being no further business the meeting adjourned at 10:16 am.