MINUTES
BOARD OF TRUSTEES
Oklahoma Dental Association

March 6, 2009
1:30 p.m.
ODA Office Building
Oklahoma City, Oklahoma

MEMBERS PRESENT

Dr. Jandra Mayer-Ward, President
Dr. Rieger Wood, President-elect
Dr. Tamara Berg, Vice President
Dr. Douglas Auld, Secretary/Treasurer
Dr. Stephen Glenn, Speaker of the House
Dr. Krista Jones, Past President and Trustee (OC)
Dr. Raymond Cohlmia, Editor and ADA Delegate
Ms. Dana Davis, Executive Director, ex-officio w/o vote
Dr. Keith Keeter seated for Dr. Jim Torchia, ADA Delegate
Dr. Raymond Cohlmia, Editor and ADA Delegate
Dr. Steven Hogg, ADA Delegate
Dr. Scott Waugh, ADA Delegate
Dr. Brandon Rogers, Trustee (E)
Dr. Mark Folks, Trustee (N)
Dr. Kurt Gibson, Trustee (NW)
Dr. Allen Keenan, Trustee (TC)
Dr. Robert Morford, Trustee (SC)
Dr. Steven Powell, Trustee (C)

NON-MEMBERS PRESENT

Dr. Thai-An Doan, Chair, Council on Dental Ed and Public Info
Dr. James Lowe, President, Oklahoma Dental Foundation
Dr. Lee Beasley, Chair, Council on Governmental Affairs, Committee
on Endorsed Products and Services and Building Committee
Ms. Lynn Means, Assistant Executive Director
Ms. Shelly Frantz, Executive Assistant
Ms. Lauryn Carter, Membership Services Manager
Ms. Stephanie Trougakos, Advertising & Publications Manager
Ms. Phoebe Roth, Membership Records, IT & Office Director
Mr. Guillermo Gallegos, Exec. Director, OK Dental Foundation

MEMBERS ABSENT

Dr. Kevin O’Halloran, Trustee (SW)

CALL TO ORDER & CERTIFICATION OF QUORUM

Dr. Jandra Mayer-Ward, President, called the meeting to order at 1:25 p.m. Dr. Douglas Auld, Secretary/Treasurer, certified a quorum.

APPROVAL OF MINUTES

On vote, the minutes of the November 7, 2008 Board of Trustees meeting were approved.

REPORTS FROM ALLIED ORGANIZATIONS

DENPAC – A written report was submitted.

Dr. Krista Jones, Chair, reported the financial status of DENPAC as follows: Soft Funds $9,292, Hard Funds $46,987. She requested that everyone submit all their personal contributions to candidates to the ODA so they can be tracked.

Dr. Jones announced the Grassroots Training will be in Norman at the Embassy Suites on July 30, 2009. DENPAC has created a Capitol Club Campaign to raise hard DENPAC funds. The dues to become a member of the Capitol Club are $300 above the minimum $165 ADPAC/DENPAC dues. The goal is to gain 50 members. Members can sign up at the House of Delegates meeting or during regular hours of the Annual Meeting at the ODA Registration Desk.

Dr. Krista Jones nominated Dr. Raymond Cohlmia and Dr. James Torchia to serve as the ODA board members on the DENPAC Board of Trustees.

Without objection, the nominations were approved.
**Oklahoma Dental Foundation** – A written report was submitted.

Dr. James Lowe, President, showed a video produced by the ODF to solicit volunteers. A second video about the Mobile Dental Care Program was shown. Dr. Lowe reported that 310 volunteers treated at 87 sight visits on the mobile dental van during 2008. Dr. Lowe reported that they are in need of a truck to transport the fifth-wheel mobile dental unit.

Dr. Lowe requested that $25 be added to the ODA dues statement to raise money for the ODF. Dr. Ward reported that the request will be considered under new business.

The ODF is raising money to refurbish the Mighty Mouth exhibit at the Omniplex. An appreciation reception for all ODF volunteers is scheduled for Friday, April 24, 2009 at the Dresser Mansion in Tulsa.

**REPORTS FROM OFFICERS**

**President**

**Master Surety Bond**

Dr. Jandra Mayer-Ward, reported that at the November 7, 2008 Board meeting, the Trustees directed the Executive Committee to investigate a master surety bond covering the component dental societies.

The Executive Committee recommends that the Board of Trustees purchase a master surety bond for the component dental societies.

On vote, motion failed.

**EXECUTIVE SESSION**

Dr. Ward moved to enter into executive session to consult with an attorney. Motion seconded and adopted.

Dr. Ward moved to reconvene the meeting of the Board of Trustees. Motion seconded and adopted.

**Election of two at-large members of the Executive Director Annual Evaluation Committee**

Dr. Tamara Berg nominated Dr. Krista Jones and Dr. Steve Hogg to serve as at-large members of the 2009 Executive Director Annual Evaluation Committee.

On vote, Dr. Krista Jones and Dr. Steve Hogg were elected.

**Strategic Plan 2009-2012**

**Resolution H(2008-2009)-2, Strategic Plan**

Resolved, that the 2009-2012 Strategic Plan as prepared by the Strategic Planning Committee be adopted and executed.

Dr. Doug Auld moved to recommend do pass to the House of Delegates. Motion seconded and adopted.

Dr. Ward reported that the membership was surveyed regarding their military involvement. Using the results of the survey, the ODA will recognize those military service members at the Opening Session of the 2009 Annual Meeting.

There was discussion about creating an award for Military Service. A new award was not created. It was recommended that a Presidential Citation be considered to recognize members with outstanding military service.

Dr. Ward reported that Case of Champions will provide a signed sports memorabilia silent auction at the 2009 President’s Dinner. Case of Champions offered to contribute twenty percent of the total sales of the products to the ODA.
Dr. Tamara Berg moved to contribute any proceeds from the sports memorabilia silent auction to the building fund. Motion seconded and adopted.

Special Presentation

Dr. Ward presented Dr. Raymond Cohlmia, Editor, a book of bound Journals from 2008-2009.

DENPAC Board Members

Dr. Steve Glenn moved to rescind the motion electing two members to the DENPAC Board. Motion seconded and adopted.

Dr. Glenn nominated Dr. Raymond Cohlmia as the ODA Board member of the DENPAC Board of Trustees. Motion seconded and adopted.

President-elect

Dr. Rieger Wood reported his appointments for 2009-2010:

Secretary/Treasurer
Dr. Tim Fagan

Council and Standing Committee Chairs and Board Liaisons
Budget and Finance
Chair: Dr. Todd Bridges
Board Liaison: Dr. Tim Fagan

Bylaws and Rules
Chair: Dr. E. Vann Greer
Board Liaison: Dr. Stephen Glenn

Dental Care
Chair: Dr. Lisa Grimes
Board Liaison: Dr. Tamara Berg

Dental Education and Public Information
Chair: Dr. Thai-An Doan
Board Liaison: Dr. Doug Auld

Governmental Affairs
Chair: Dr. Mark Hanstein
Board Liaison: Dr. Rieger Wood

Membership and Membership Services
Chair: Dr. Lindsay Smith
Board Liaison: Dr. Robert Morford

Insurance
Co-Chairs: Dr. Steve Hogg and Dr. Brent Burchard

Technology and Electronic Communications
Chair: Dr. Raymond Cohlmia
Board Liaison: Dr. Raymond Cohlmia

Board Standing Committee Chairs
Building Committee: Dr. Lee Beasley
Editorial Committee: Dr. Raymond Cohlmia
Committee on Endorsed Products and Services: Dr. Krista Jones

Annual Meeting Planning Committee
Dr. David Birdwell

Dr. Wood moved approval of the Board Standing Committee Chair appointments. Motion seconded and adopted.

Dr. Wood reported that the Council on Nominations and Election met in January and selected a slate of nominees to be presented to the House in April. The nominees are listed in the report from the Council.

Dr. Wood reported that he, Dana Davis, and a group of members participated in the Kansas Mission of Mercy in February. Over the two-days, KMOM donated over one million dollars of free dental service. Dr. Wood reported that Oklahoma is investigating the feasibility of conducting a Mission of Mercy in 2010. The Delta Dental Foundation is considering underwriting the expenses up to $150,000.

Dr. Wood moved to annually conduct a dental mission of mercy project (OKMOM) that rotates throughout the state of Oklahoma. Motion seconded and adopted unanimously. The motion will be presented to the House of Delegates with a do pass recommendation from the Board of Trustees.

Dr. Wood reported that the ODA will conduct a Leadership Orientation and Training Session on Saturday, April 25, 2009 from 10:00 a.m. to 12:00 p.m. at the Annual Meeting in Tulsa. New and existing council chairs, council members, component officers and Trustees are encouraged to attend.

Vice President
Dr. Tamara Berg reported that a Dental Leadership Summit is scheduled for July 30 – August 1, 2009 at the Embassy Suites in Norman, Oklahoma. The theme is Access: Bridging the Gap. There will be three areas of focus including: Children and Oral Health chaired by Dr. Richard Haught; Dental Education, chaired by Dr. Stephen Young; and Dental Workforce Issues chaired by Dr. Rieger Wood. There will not be a registration fee for the Summit. Breakfast will be provided both days and lunch will be provided the first day. The Oklahoma Dental Foundation has agreed to contribute $1,000 toward the cost of the Summit.

Secretary/Treasurer – A written report was submitted.

Dr. Douglas Auld reported account balances as follows:

Dr. Auld reported the membership figures as follows:
1,526 Total Active Members, 6 Affiliate Members, 71 Associate Members, and 285 Student Members. Dues Waivers: 0 Full Dues equivalent members 1,154

Resolved, to amend ODA Policy H (1986-87)-54 by inserting at the beginning of the second sentence “The audit firm shall be reviewed every three years” and striking “shall” and inserting “may” after “three (3) bids”. To read:

The Oklahoma Dental Association shall each year contract for an annual external audit of its business affairs. The audit firm shall be reviewed every three years and at least three (3) bids may be obtained every three (3) years for such services.

Background: It is necessary to evaluate the performance of the CPA firm every three years. The Council does not find it necessary to send out requests for proposals from other firms every three years if the contracted firm is performing up to the Council’s standards.

Dr. Glenn moved to submit a substitute resolution to insert the words “at least” after “reviewed” and before “every”.

Approved: April 23, 2009
Resolution H-BOT(2008-2009)-3S, Annual Audit Policy Amendment
Resolved, to amend ODA Policy H (1986-87)-54 by inserting at the beginning of the second sentence “The audit firm shall be reviewed at least every three years” and striking “shall” and inserting “may” after “three (3) bids”. To read:

The Oklahoma Dental Association shall each year contract for an annual external audit of its business affairs. The audit firm shall be reviewed at least every three years and at least three (3) bids may be obtained every three (3) years for such services.

Motion seconded and adopted.

Executive Director – A written report was submitted.

Ms. Dana Davis presented the 2008 fourth quarter financial report. The 2008 dues income was $567,235. Office operations expenditures were over budget due to clearing, leveling, and sod application to the empty lot and some air conditioning repairs. Net income for the year was close to $103,700.

The ODA is working with the Board of Dentistry to pass legislation licensing out of state dentists who volunteer in the state of Oklahoma. This will help increase manpower at the Mission of Mercy.

At the request of the ODA, the ADA Public Affairs program will assist the Governor’s Task Force on the Oral Health of Children and Youth prepare, announce and distribute the Task Forces final report and recommendations. The cost is estimated to be $50,000.

ODA is sending ten representatives to the ADA Washington Leadership Conference on May 12.

Dr. Steve Glenn moved adoption of the following:

Resolution B(2008-2009)-4, Smoke Free Policy
Resolved, that the Employee Policy Manual be amended on page 7 under Employer Property by inserting “The Oklahoma Dental Association building and grounds are smoke free.”

Motion seconded and adopted.

Dr. Steve Hogg moved adoption of the following:

Resolution B(2008-2009)-5, Online Banking
Whereas the ODA is transitioning to online banking, including check capture and depositing,

Resolved, that the Executive Assistant and the IT/Office/Records Director be granted primary online banking privileges and shall be authorized to make transfers only between ODA and/or DENPAC accounts. The Executive Director, President, and Secretary/Treasurer shall be granted viewing only privilege of said accounts and will be assigned a user name and password upon taking office. The CPA firm conducting the annual audit shall also be granted viewing only privilege and will be assigned a user name and password annually.

Motion seconded and adopted.

Dr. Doug Auld moved adoption of the following:

Resolution B(2008-2009)-6, Amend Signature Requirement Policy
Resolved, to amend the signature requirement policy by striking Item 1 and substituting “Authorized signers for operating checking accounts shall include the President, Secretary/Treasurer and Executive Director. One signature is required to process routine payments.” and by striking Item 2 and substituting “The Secretary/Treasurer shall have viewing only access to all operating checking accounts via online banking.”

The following proposal should maintain the powers of the ODA officers to oversee financial affairs while enabling a timely and safe means of paying ODA invoices.

1. **Keep all 3 signatures on the account but only require 1 to process routine payments.** Authorized signers for operating checking accounts shall include the President, Secretary/Treasurer and Executive Director. One signature is required to process routine payments.

2. **Bank statements and canceled checks will be sent to the Secretary-Treasurer directly from the Bank.** The Secretary/Treasurer shall have viewing only access to all operating checking accounts via online banking and will be assigned a user name and password upon taking office.

3. Two signatures are required when a disbursement is not paid to a routine vendor and is over $5,000.

4. Routine vendors will be defined as companies and individuals that provide an ongoing service to the ODA (i.e. printing, rent, utilities, public relations, telephone, insurance, scheduled travel) and are included as line items in the annual operating budget.

5. Quarterly financial reports will be provided to the Board of Trustees.

**Motion seconded and adopted.**

**COUNCIL AND COMMITTEE REPORTS**

**Building Committee** - A written report was submitted.

Dr. Lee Beasley, Chair, reported the total amount pledged to the Centennial Membership Section is $624,000 and $480,246 has been collected. The ODA has sold 36 Pierre Fauchard statues.

Dr. Doug Auld moved to re-elect the current building committee members (Dr. Lee Beasley, Dr. Raymond Cohlmia, and Dr. Steve Glenn). Motion seconded and adopted.

Names were drawn to determine the following terms: Dr. Glenn 2009-2010, Dr. Beasley 2009-2011, Dr. Cohlmia 2009-2012.

**Bylaws and Rules**

Dr. Raymond Cohlmia moved that Resolutions 4, 5, 6, 7, 8, 9, 10, and 12 be placed on the consent agenda.

Motion seconded and adopted.

**Resolution H-BR(2008-2009)-4, Assessments**
Resolved, to amend Article III Section 6 Assessments by adding as the end of the first sentence “on Active, Active Life, Retired, and Associate Members” and striking the second sentence.

The House of Delegates by a majority affirmative vote may levy assessments recommended by the Board of Trustees for a specific purpose and for a specific period of time on Active, Active Life, Retired and Associate Members. Failure to pay assessments will invoke all provisions of Article III Section 5 Dues and Reinstatement of these Bylaws.

**Resolution H-BR(2008-2009)-5, Past President added to Executive Committee**
Resolved, to amend Article V Section 3 Item C of the Bylaws by striking “five (5)” and adding “six (6)” and “Immediate Past President” in the first sentence.

Establish an Executive Committee composed of five (5) six (6) voting members: President, President-elect, Vice President, Secretary/Treasurer, and Speaker of the House and Immediate Past President.

**Resolution H-BR(2008-2009)-6, Editor**
Resolved, to strike all references to the “Editor” from the Bylaws: Article IV Officers Section 2 Appointed Officers, Article IV Officers Section 6 Duties A President Item 9, and Article IV Officers Section 6 Duties Item E.
Striking all reference to the Editor from the Bylaws removes the Editor from the Bylaws. The Council recommends that the Board of Trustees create policy adding the Editor as an ex-officio member of the Board.

Resolved, to amend the Manual of the House of Delegates, Tellers, by substituting “the Speaker will appoint tellers as necessary.”

Resolved, to amend the Manual of the House of Delegates, Resolutions, by deleting the third sentence which requires two members of the Bylaws Council to be appointed to review resolutions at the House meetings.

Resolved, to create policy stating that “Each Council or Committee of the ODA shall be required to review all policy statements from the policy manual and the duties described in the Council and Committee Manual annually for accuracy and update.”

**Resolution H-BR(2008-2009)-10, Third Friday Rule for Council Meetings**
Resolved, to amend the Council Manual Section III E. by substituting “second Friday” for all references to “third Friday” with regard to scheduling meetings.

Resolved, to amend the Council Manual Section III E. by inserting “except December and the month of the Annual Session” following “when possible”.

E. Councils and committees shall schedule business meetings on the third second Friday of the month (when possible) except December and the month of the Annual Session, and such meetings shall be scheduled (and a list be available on the website or by request in written form) yearly. Exceptions for necessary additional meetings that would fall outside the “third second Friday rule” could be made when three-fourths of the council or committee members agree to the meeting date.

**Resolution H-MS(2008-09)-12**
Resolved, the Bylaws: Page 4 (lines 176-177) – Article III. Membership, Section 5: Dues. Item A. be amended by deleting the words “Life Members and” to read: “The House shall set dues for all membership categories. Honorary members shall be exempt.”

On vote, Resolutions 4, 5, 6, 7, 8, 9, 10, and 12 on the consent agenda were recommended do pass to the House of Delegates.

Background: Reducing the size of the House will allow leadership to develop a delegation with skills to actively participate at the meeting, the components will be able to fill their delegation with more ease and a smaller House can be more nimble and effective.

Resolved, that the Bylaws be amended by reducing the size of the House by increasing the representation of delegates to the House by 5 members over a two year period.


**Dr. Doug Auld moved to recommend do not pass to the House of Delegates.**
Motion seconded and adopted.

**Dr. Krista Jones moved to editorially change Resolution 4 the word “associate” to “affiliate”. This was a typographical error and the intent of the Council on Bylaws and Rules was to be able to assess affiliate members not associate members.**
Motion seconded and adopted.

Dental Education and Public Information – A written report was submitted.

Dr. Thai-An Doan, Chair, encouraged members to submit article ideas to the ODA for the Patient’s Pages section in the Journal. The Schools for Healthy Lifestyles Adopt-A-Dentist program is underway. Thirteen schools remain unmatched. Contact the ODA to participate. The Council selected Dr. Stephen Glenn as the 2009 recipient of the Robert K. Wynne Award.

Endorsed Products and Services – A written report was submitted.

Dr. Lee Beasley, Chair, reported that the ODA has 26 endorsed companies with royalty income totaling $156,744 for 2008 (not reflective of all fourth quarter royalties).

Dr. Beasley moved election of the following members to serve on the endorsement committee for 2009-2010: Lee Beasley, Doug Auld, Raymond Cohlmia, Krista Jones, Larson Keso, Mitch Kramer, Lindsey Smith, and James Torchia as an advisor.

On vote, motion adopted.

Resolution B-End(2008-09)-7, Endorsements
Resolved, that the Oklahoma Dental Association endorse the following services: Pitney Bowes, Tel-A-Patient for both Appointment Reminders and Message On Hold, ADAidm, Hayes Handpiece Company of Oklahoma, and EC&EC.

Be it further resolved that the Oklahoma Dental Association terminate endorsement agreements with: IC System, TeleVox, and Bank of Oklahoma

On vote, motion adopted.

Governmental Affairs – A written report was submitted.

Dr. Lee Beasley, Chair, reported that Dentist Day at the Capitol was successful. Forty-seven legislators and forty-five dentists attended the reception at the ODA building. For the 2009 legislative year, the ODA will request $100,000 for the ODF Mobile Dental Care Program and $125,000 for the Dental Loan Repayment Program.

Council on Membership and Membership Services – A written report was submitted.

Resolution H-MS(2008-09)-13, Amendments to Membership Categories
Background Statement: The Council on Membership and Membership Services formed a Task Force to study the different ODA membership categories. The Task Force ultimately had the following recommendations for the Council’s consideration. These proposed changes in the ODA membership categories will better serve our members and will be easier for ODA members to understand.

Resolved, to delete ODA Policy H (1994-95)-5, effective 2010 and substitute the following:

Life Active Member:
A Life Active Member of the ODA shall pay 0% of the current ODA dues per year and 0% of any special assessments, receive ODA mailings including the Directory and the Journal, and are eligible to vote and hold office.

Life Retired Member:
A Life Retired Member of the ODA shall pay 0% of the current ODA dues per year and 0% of any special assessments, receive ODA mailings including the Directory and the Journal, and are eligible to vote and hold office. Life Retired Members who resume earning income in any manner as a dentist shall lose the status of a Life Retired Member and become a Life Active Member and shall pay appropriate dues and assessments, until they again qualify for Life Retired Member status as previously described.

Retired Member:
A Retired Member of the ODA shall pay 25% of the current ODA dues per year and 25% of any special assessments, receive ODA mailings including the Directory and the Journal, and are eligible to vote and hold office.

Affiliate Member:
An Affiliate Member of the ODA shall pay 25% of current ODA dues per year, receive ODA mailings including the Directory and the Journal, and cannot vote or hold office.

Associate Member:
An Associate Member of the ODA shall pay $50.00 per year and cannot vote or hold office. Dues paid to the Alliance shall satisfy dues for Members of the Alliance who are also Associate Members of the ODA.

Total Financial Implication: None
ODA Strategic Plan Goal: Membership Participation

On vote, the Board recommends do pass to the House of Delegates.

Resolution H-MS(2008-09)-14, Component Signature Requirement for Membership
Background Statement: A Component signature is currently required for ODA/ADA membership. This can slow the application process down considerably. The ADA has implemented a new policy that grants applicants a six month temporary membership status which begins the day the applicant submits his/her application. Full membership services are available to the applicant during this time. The idea is that the application process will be complete within this time, but with a Component signature required on the application, it can sometimes take longer than six months to finalize a person's membership. The Council on Membership and Membership Services is recommending dropping the Component signature requirement in an effort to better serve our members and to also comply with the ADA's new policy.

Resolved, that Article III Membership, Section 7, Membership Application, be amended by substituting “ODA office” for “component in which the applicant practices for approval” to read:

Applicants for Active and Affiliate membership shall be on the form provided by the Association and submitted to the ODA office component in which the applicant practices for approval.

Total Financial Implication: None
ODA Strategic Plan Goal: Membership Participation

On vote, the Board recommends do pass to the House of Delegates.

Resolution H-MS(2008-09)-15, Retired Membership
Background Statement: The Council on Membership and Membership Services formed a Task Force to study the different ODA retired member categories. A comparison to ADA’s retired member categories was done. The Task Force ultimately had the following recommendations for the Council’s consideration. These proposed changes in the ODA retired membership categories will better serve our members and will be easier for ODA members to understand.

Resolved that, effective 2010, ARTICLE III Membership, Section 2 Qualifications, B. Life Member be amended:
1. Life Active – An active member in good standing with continuous membership for thirty (30) years who has attained the age of seventy (70) years shall automatically become a life member when these qualifications are met.
2. Life Retired – A retired member in good standing who has been a continuous active or retired member of the Association for thirty (30) years and has attained the age of seventy (70) years, is retired from practice and is no longer earning income from practice, as a faculty member of an accredited dental school, dental administrator, dental consultant or in any manner a dentist.

Be it further resolved that, ARTICLE III Membership, Section 2 Qualifications, C. Retired Member:
An active member in good standing who has retired and is no longer earning income in any manner as a dentist. The Retired member must make application to the ODA/ADA.

Total Financial Implication: None
ODA Strategic Plan Goal: Membership Participation

On vote, the Board recommends do pass to the House of Delegates.

Technology and Electronic Communications – A written report was submitted.

Resolution H-TEC(2008-2009)-17, Classified Advertising on the Website
Resolved, that the ODA add a classified advertising section to www.okda.org with the TEC Council establishing policies and cost.

Background: The ODA has been approached by several of the classified advertisers in the ODA Journal regarding classified advertising on our website. The Council on Technology and Electronic Communication believes this could be a value-added service to our website and would also allow us to collect additional non-dues revenue.

Financial Impact: Potential non-dues revenue
Strategic Plan Goals: Technology and Electronic Communications and Membership Services

On vote, the Board recommends do pass to the House of Delegates.

REPORTS FROM COMPONENT DENTAL SOCIETIES

Eastern District
Dr. Brandon Rogers reported that Eastern District meeting is March 20-21 in Hot Springs, AR.

Oklahoma County Dental Society
Dr. Krista Jones reported that Matt Cohlmia was installed as President of the OCDS on January 16.

Tulsa County Dental Society
Dr. Allen Keenan reported that the installation of officers is March 10 at the Renaissance Hotel in Tulsa.

COMMUNICATION FROM THE AMERICAN DENTAL ASSOCIATION

Dr. Keith Keeter, ADA Alternate Delegate, reported that the ADA has narrowed down the executive director search to ten candidates.

NEW BUSINESS

Resolution H (2008-2009)-18, President’s Leadership Award
Resolved, that the following description for the President’s Leadership Award be added to the policy manual.

The President’s Leadership Award recognizes a member of the Association who has exhibited exemplary leadership skills during the previous year through service to the ODA and its membership. It is selected by the President of the Association and is designed to recognize an up and coming member of the ODA committee structure. The award is sponsored financially by the Jerome B. Miller Family Foundation.

Staff was directed to contact Dr. Jerry Miller (author of the resolution) and ask if he would consider removing “up and coming” from the description of the award.

Resolution H-AMPC(2008-2009)-19, Annual Session Refund Policy Amendment
Resolved, that “Refund Requests” of the Annual Session Policy H-BY(2004-2005)-7 be amended to read:

Refund Requests: Requests received for refunds for annual session tickets and fees will be honored if a request in writing by electronic transmission or regular mail is received by the ODA Executive Director up to 24 hours prior to the time seven business days prior to the first day registration opens at the meeting site. A processing fee of $50.00 will be charged. All refunds will be made after the meeting by check.
Dr. Doug Auld moved to recommend do pass to the House of Delegates.

Motion seconded and adopted.

Dr. Cohlmia moved to add a $25 donation option to the ODF to the voluntary dues section of the ODA dues statement. Motion seconded. On vote, motion failed.

ANNOUNCEMENTS

A. Board of Trustees Meetings
   April 23, 2009 at 10:00 a.m. – Woodward Room, DoubleTree Hotel Downtown, Tulsa
   November 6, 2009 at 1:30 p.m. – ODA Building, Oklahoma City
   March 5, 2010 at 1:30 p.m. – ODA Building, Oklahoma City

B. Annual Meeting Registration Packets
   Trustees who register for the Annual Meeting may pick up their registration packets at the Board meeting on April 23.

C. House of Delegates Meeting
   April 23, 2009 at 1:00 p.m. – Buckingham/Windsor Ballrooms, DoubleTree Hotel Downtown, Tulsa

D. Annual Meeting
   April 23 – 25, 2009 – DoubleTree Hotel Downtown and Tulsa Convention Center

E. ADA Grassroots Training
   July 30, 2009 at 4:00 p.m. – Embassy Suites, Norman

F. Leadership Summit
   July 31 – August 1, 2009 – Embassy Suites, Norman

ADJOURNMENT

Without objection, the meeting adjourned at 5:05 p.m.