



BE HEALTHY. BE SAFE. BE READY.

ECHO BOARD OF DIRECTORS MEETING
Wednesday, January 6th, 2010 2:30 – 4:30 pm
ECHO Offices c/o AMC 125 Charles Avenue, St. Paul 55103
For directions please visit: www.mncounties.org

Business Meeting Agenda

1. Welcome and Approve /Alter today's meeting agenda (2:30-3:30)
 - Consider approval of minutes/notes from November 4th, 2009 BOD Meeting
 - Welcome potential guest BOD candidate(s) if any
2. Treasurer presents for consideration and approval current ECHO financials and review of 2010 budget and projections 2011-2012
3. Report from the Executive Director
 - Update on MDH and ECHO H1N1 activities
 - Staffing Updates
 - 2010 strategic plan updates
 - Funding updates (LPHA/State Contract/Programming Sponsorships/Legislative)
 - November 17th Event expenses/receivables
 - Audit week of February 22nd (annual report due)
4. Discussion Recap: "ECHO Healthy Communities Breakfast" November 17, 2009
 - Post-event suggestions document (consultant attendee)
 - 2010 Event and Date
5. Board Action (Chair Kristen Norman-Major):
 - Executive Director performance evaluation
 - Amend Bylaws to adopt meeting schedules, committees and term limits on a calendar year
 - Approve revised Conflict of Interest Policy & Retainer
 - BOD term and committee assignments decisions
 - Discuss/Approve mission statements
6. Committee Updates:
 - Activation and Emergency Preps (Co-Chairs Jill DeBoer and Bill Belknap)
 - Communication Committee (Chair Jeff Cook)
 - Development Committee (Chair Jay Elepano)
 - Programming Committee (Chair Sandy Lien)
 - Executive Committee (Chair Kristen Norman-Major)
7. Adjourn with reminders:
 - Next Executive Committee Meeting 9:00, Monday, March 1st, 2010 @ ECHO
 - Next BOD meeting Wednesday, March 3rd, 2010 @ ECHO



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- Committees meet at the direction of each committee chair

DRAFT



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**Future BOD Agenda Items (All meetings @ TIME @ MCIT or ECHO)
2010**

<p>Wednesday, January 6th, 2010</p> <ul style="list-style-type: none"> • ED “2010 Objectives Review” • Amend ByLaws and Articles with COI and other policies • Review 2010 budget • Review committee chairs, calendar year, membership and term limits • Set “Ask Event Date” 2010 • State funding direction “Future of ECHO” • Strategic Plan Adjustments • Mission Statement discussion and approval 	<p>Wednesday, February 3rd, 2010 (No BOD meeting Cmte Time)</p>	<p>Wednesday, March 3rd, 2010</p> <ul style="list-style-type: none"> • Review development strategies • Policies: BOD insurance, BOD indemnification, funding policies
<p>Wednesday, April 7th, 2010 (No BOD meeting Cmte Time)</p>	<p>Wednesday, May 5th, 2010</p>	<p>Wednesday, June 2nd, 2010 (No BOD meeting Cmte Time)</p>
<p>Wednesday, July 7th, 2010</p> <ul style="list-style-type: none"> • ED Mid-year review 	<p>Wednesday, August 4th, 2010 (No BOD meeting Cmte Time)</p>	<p>Wednesday, September 1st, 2010</p>
<p>Wednesday, October 6th, 2010 (No BOD meeting Cmte Time)</p>	<p>Wednesday, November 3rd, 2010</p>	<p>Wednesday, December 1st, 2010 (No BOD meeting Cmte Time)</p>