

SCHB Exec Comm October 7, 2023

Attending Members: Harry Elston, Neal Langerman, Arlene Garrison, Bill Carroll, Barry Streusand

Others present: Kevin McCue, Sheila Murphy, Janet Bryant

Harry thanked everyone for setting up a meeting on short notice and welcomed all to the first meeting as the Interim Executive Committee. The meeting followed an action items format with a focus on essentials. The SCHB Interim Executive Committee was defined as those present by DAC appointment. SCHB Bylaws are superseded by DAC rules while the Interim Executive Committee is in place.

- Letters to SCHB Membership are planned to go out the week of the 10th of October.
 - **ACTION ITEM:** Sheila will contact Joe and Sonja shortly before those letters go out.
- Programming: We're going to take a "do nothing until it's something" approach until at least after October 17th (Abstract Submission Deadline). The group concurred that programming should occur in Indy.
 - **ACTION ITEM:** Kevin will find a way to give Harry MAPS access and terminate Joe's access after the call/letters are distributed.
- Money/Outstanding bills/etc: Usually a grant to Regional Meetings is given for Symposia (\$500) or Roundtables (\$1000 for RM, \$500 for travel to roundtable). We do not yet know everything that has been promised/billed/delivered. We do not yet know who has contract authority for the division.
 - **ACTION ITEM:** Kevin will send the big box of financials to Neal for review.
- IPGs: We do not yet know which ones are active (i.e. funds already disbursed to SCHB) or what is in the works, if anything.
- Website: We need to find out who maintains (i.e. website administrator). After that is found, we need to remove all email addresses for the time being.
 - **Action Item:** Harry will reach out to Jennifer Maclachlan to see if she has any answers about web admin.
- DAC Grant with BGMT: We are taking a wait-and-see approach until after membership notification
- Under New Management/Welcome Back to SCHB Party in Indy: The group generally thought this was a good idea. Co-hosting with another division will reduce impact of the message (i.e. make it just for SCHB).
- Annual report: Treasurer's report is important; Chair's report is doable right now.
- Next Meeting (tentative): October 19th
 - How was programming populated after the deadline?
 - Treasurer's summary.
 - Neal's talking points for WRM
- **ACTION ITEM – ALL: All communication from any (temporary) ExCom Member (i.e. "us") to any SCHB Member after the announcement will copy ALL ExCom members so that we can ensure that we speak with one voice.**

NOTE: Minutes were approved at 10/19/22 meeting.

Signed, Arlene Garrison, SCHB Interim Secretary