



MN SOPHE
Meeting Agenda/Minutes/Summary
January 21, 2022

Date: January 21, 2022		Time: 9-10:30am
Location: Zoom		
Attending: Mary Kramer, President; Liz Heimer, President Elect; Cherylee Sherry, Treasurer; Judith Luebke, National Delegate; Taylour Blakeman, Membership chair; <i>Vacant</i> , Advocacy chair; Kelly Kunkel, Past President; Jean Streetar, Secretary		
Absent: Cat Gangi, Continuing Ed chair; Sia Xiong, Communications chair; PH Moua, Awards and Recognition chair; Keara Murphy, Student Representatives;		
Facilitator: Mary Kramer		Recorder: Jean Streetar
Meeting Objectives: Review and establish chapter goals for 2022		
Minutes Approved: February 18, 2022		

Agenda Item	Discussion	Person assigned
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Call to order	The meeting was called to order at 9:02am by new president, Mary Kramer. Welcome new board for 2022.	Mary
Approve agenda	Additions to the agenda include: discussion about use of new logo and including the Awards and Recognition committee under New Business (Officer and Committee Reports). Agenda approved with edits (motion Kelly, second Judith). We did have a quorum to conduct the meeting. Mary will send another poll to capture the best day and time for regular meetings.	Mary
Roll call	Cat, Keara, Sia, and PH were not available for today's meeting	Jean
Introductions of board members	Instead of introductions for the new members, Mary did an ice breaker: What is your favorite thing about January? Answers included-snowshoeing, snowshoeing with good hand warmers, reading, "Jan only comes once-a-year!" family birthdays, vacation time, grandchild events (ice maze, art shanty). Mary also asked board members to update emails and phone numbers in Google docs.	Mary and all
Old Business		
Secretary's report	In Dec we approved the use of the new chapter logo starting Jan 2022. Still need an Advocacy chair. Approved December 2021 minutes (motion: Cherylee, second: Kelly). Jean will update the Dec document and send to Taylour for posting. New chapter logo will be inserted into minutes template. Jean will save template in Google Docs. Jan meeting highlights will be sent to members via list serve.	Jean, Taylour



Review of Bylaws	Any notes for revisions? Nothing noted at this time. Kelly will be in charge of the bi-annual review. Will be looking to form a sub group to assist.	Kelly, All
New Business		
Review past goals	Accomplishments discussed from 2021: Two awards given at summit by Awards and Recognition committee; virtual half day summit-process and speakers were good and had good reviews; 97 credits were awarded from webinars; Advocacy leadership was timely and there was participation at the national and state level; student scholarship to attend national advocacy summit; Communications lost the chair person-but other board members carried on (awesome work Taylour!); partnered with Dr. Thorabene's U on M Duluth class on Art and Health; Extension in Duluth also did art and health partnership; established mission, vision and values for chapter; student reps did great job and their networking projects will be replicated. An Accomplishments document could be produced for social media along with welcome message.	All
Goal setting for 2022	Review 5 year strategic plan. Discussion: many of the objectives have been worked on and progress documented in annual report. Some goals can be carried over into 2022. Draft list of potential goals to be discussed with full board at next meeting: Draft	All



	<ol style="list-style-type: none"> 1. Continue work on establishing 501.c.3 for the chapter. Cherylee thinks the budget is strong enough now to support cost and establish a 3 year budget required for application. Cherylee, Judith and possibly Suzanne to assist. 2. Explore further partnerships with other organizations. 3. Establish a student award and potential scholarship. If 501.c.3 is completed-funds could be solicited to support. Ideas for students: national SOPHE membership; monetary award; continue opportunity for a student to attend national Advocacy summit. Awards committee to work on this goal. 4. Quarterly webinar offering free CHES credits to members. Continuing Ed to work on this goal. 5. Marketing the value of Health Education. Advocacy was working on status of Health Educators-it will be important to fill the Advocacy Chair position to continue the work and assist with this goal. 	
One goal for each position	Mary requested that each board member consider a 2022 goal for their role and discuss at the next meeting.	All
Officer and Committee Repots		
President-Mary	Attended National SOPHE meeting for chapter presidents. MN is lucky to have a steady membership as many chapters are struggling right now.	



	Selected and met with new Student Rep. Continues to meet with Membership and Communication committees. An idea for National Public Health Week (April 4-8, 2022) would be to collaborate with MPHA on promotion or recognition of public health in the community. Mary has a potential class project that would collect photos of people in the field as a promotional video.	
Past President-Kelly	Would like to establish a sub group to help review the by-laws for the chapter this year. Attended a meeting with Cherylee and Teri Swartout from MN Dept of Ed about the need for re-establishing state school health education standards. There is a grant for MDE to do this work and Teri would like to have support from MN SOPHE. Teri would like to be considered as a speaker for the annual summit and/or possible webinar.	
President Elect-Liz	On behalf of PH and the Awards Committee: We met and went over the Google drive files and awards process. PH will be familiarizing herself with past work all this month. Liz also reported that as President elect, she will be looking into starting up the conference committee again and will reach out to the past committee members and MN SOPHE members to see who would like to join.	
Student Rep-Keara	No report at this time.	
Treasurer-Cherylee	Cherylee has sent the budget report to the board. The recap for the year shows that the chapter had a balance of \$6,905.39 to start with for 2021. At	



	the start of 2022 the balance was \$7,593.77 and as of Jan 21, 2022 the balance was \$7,574.98. Most of the income is from the summit participation and memberships. Virtual conferences helped save some funds to build the balance. This will help when applying for 501.c.3 status.	
Advocacy-Vacant	No report	
Awards and Recognitions-PH	No committee report at this time.	
Communications-Sia	<p>Communications Chair</p> <p>I've been meeting with the membership and communications committee (Taylour, Mary and Liz). Updated the January 2022 Membership and Communications Plan. Focus this year on keeping Facebook, Instagram and the email listserv active. Will continue to promote any vacancies on the board and recruit committee members. I also want to start getting a weekly communications out about job opportunities.</p> <p>I am no longer using my school email (sxiong5@stkate.edu), so please send anything over to my personal email from now on for quicker responses: siaxiong95@gmail.com.</p> <p>I'm looking forward to the new year, and am always open for any ideas or suggestions anyone has.</p>	
Continuing Ed-Cat	Working with Antonia for transition to new role. Possible CEU opportunity on Feb 11.	



National Delegate-Judith	No January activity other than the meeting with chapter presidents. New leadership and other governance transitions taking place at this time for national organization.	
Membership-Taylor	Meeting on 1/20/2022. It will be a goal again to boost chapter membership. Discussed updated logo and location in Google doc (under membership committee). **Mary would like an annual review of the Google doc folder with a process for back up and saving. Committee goals are posted for 2022. Two networking sessions are being considered for 2022. Taylor will be a panelist for a U of M Duluth class and would like to recruit volunteers or a second student rep. Taylor still needs Cat and Keara's bios for the website.	
Good of the Order		
Adjourn	Next meeting to be determined. Please respond to the next poll Mary will be sending. Meeting adjourned at 10:18 am	

Meeting Summary:

New Look for 2022



On the national and local level, SOPHE has worked to stay relevant with the needs of the community. This has resulted in new branding materials and for MN SOPHE an updated Mission, Vision and Values statement. Nation SOPHE unveiled the logo and tag line at the end of 2021. MN SOPHE adopted the new branding for our chapter and will be rolling it out starting this month. Take a look at the refreshed websites



<https://mnsophe.wildapricot.org/>

<https://www.sophe.org/>

Join a Committee

As the new year begins, the MN SOPHE Board invites you to consider joining one of the committees listed below and further described on the website. There is no big time commitment on your part...the committee chairs are interested in gathering input for how we proceed with our work. This can be a great networking opportunity along with building consensus around goals and tasks of the chapter. Be part of the action. Check it out: <https://mnsophe.wildapricot.org/page-18080>



Advocacy Committee-chair position open at this time

Awards and Recognition- PH Moua, chair

Communications- Sia Xiong, chair

Continuing Education- Cat Gangi, chair

Membership- Taylour Blakeman, chair

The Annual Health Education Summit is being discussed and a committee will be formed soon to begin planning. Watch for an invitation from Liz Heimer, President-elect.

On to the Work Plan for 2022....

But before we close out 2021, it's time to reflect on accomplishments that helped fulfill objectives in our MN SOPHE five year strategic plan. The list includes:

- Establishing two recognition awards for members and community members
- A successful virtual half day health education summit
- Webinars that awarded 97 free CHES credits to members
- Outstanding and timely Advocacy Committee work
- A student scholarship to attend the National Advocacy Summit (digital)
- Partnering and promoting the topic of art and health
- Subcommittee work on a revised chapter Mission, Vision and Values
- Board members and student representatives advancing chapter networking and Instagram



MN SOPHE Board meetings are held on a monthly basis and members are welcomed to join. Please contact President, Mary Kramer if you are interested in attending a meeting.

sopheminn@gmail.com