

NJDAA Board Meeting Minutes

Monday, February 4, 2019 via CANVAS 8-9:30 pm

Vice President Siroka called the meeting to order at 7:59 p.m. and provided welcome and greetings

- Announcement of meeting being recorded was made by Theresa Lennon as informational
- Correspondence - Letter sent to Senator Pou by Legislative Chair – Kim Mc Mahon regarding proposed Bill S748 – DA on NJ State Board of Dentistry
- President Edwards requested DANB certificant list to send e mail communication to NJ certificants – total , 3296 – only DANB can send e mail at cost of 10 cents per certificant – total - \$329.60 – Board voted to approve expenditure for DANB to send e mail– Theresa Lennon to develop notice and forward to DANB
- NJ State Board of Dentistry list – over 3000 RDA in NJ– 50 cents per registrant - \$1500.00 to obtain list - no action taken
- Kim McMahan suggested by laws change regarding compliance with NJDAA by laws concerning component representation and participation during all Board meetings – KM to reach out to ADAA regarding bylaws format for future proposed revision
- Officer nomination form updated by Carolyn Breen and posted – Tracy Marsh made additional revisions and posted following Board meeting - TM volunteered to accept all nominations and present slate of officers for 2019-2020 at Annual Session
- Suggestions for activities – DARW – Theresa Lennon to send e mail through distribution list regarding suggestions from members and incentive program for a pre paid attendance for the 2019 Annual Session, for the best celebration idea.

Vice President Siroka to explore March CE function at Dental Studies Institute for the Northern Component. Southern component has posted event on website. Kim McMahon to process proclamation from Governor and post on NJDAA website once received

- Sponsorship for AS being explored by Vice President Siroka, Theresa Lennon, Carolyn Breen and Elyse. All sponsors will receive recognition on home page of NJDAA.org website
Vice President Siroka volunteered to develop sponsorship letter
Kim McMahon volunteered to contact Judy Zirkle for existing NJDAA documents
- Meeting schedule – 2019-2020 to be developed by incoming Board following Annual Session in May, 2019
- Guest list for 2019 Annual Session, approved by Board, includes 2nd District Trustee – registration, meals and room for Friday and Saturday evenings supported by NJDAA
President of NJDA and NJDHA to be invited with waived meeting registration as approved by the Board
Vice President Siroka to extend formal invitations to attend Annual Session to NJDA , NJDHA leadership guests and 2nd District Trustee
- Educators' Council Chair position is open
- No Component updates
- Vice President's report- no new business -Sarah Siroka
- Treasurer's report discussed and on file - Kim McMahon
- Legislative report - Kim McMahon
Bill S 748 being introduced and sent to Committee to include a Registered Dental Assistant (RDA) on the NJ State Board of Dentistry
Request made to e mail legislators to support the bill
Link to updated documents and contact information posted on website
Carolyn Breen sending requests to surrounding states in which DA on boards, ADAA and NJDHA for support
- Secretary's report – Carolyn Breen

Healing cards sent to members and colleagues, congratulations notes being sent to NJDHA officers and all agenda and minutes posted on NJDAA website

Vice President Siroka shared information regarding opportunity for Pay Pal donations for family of dental colleague who is ill

- Publication editor update – Theresa Lennon
Newsletter developed and mailed, correspondence regarding multiple initiatives e mailed to members, canvas administration and monitoring, suggestion and development of multiple activities, outreach to members and related groups
- Website – all updates have been sent to Webmaster for posting on NJDAA.org
Suggestions for website format revisions discussed
All new website updates to be sent to Kim McMahan during temporary absence of Website Liaison
- Facebook page – request for member volunteer to develop and monitor
- Annual Session
Registrations being sent to Vice President Sarah Siroka
Program and facilities – Carolyn Breen
Announcement that individual hotel reservations need to be made directly with hotel by participant
All arrangements made for meeting rooms and meals
Request to register early and review of CE program and activities
Annual Session - Tricky Tray – Karen Kulikowski
Vice President Siroka requested donations for items
Kim McMahan suggested recognition and designation of an award recipient during Annual Session – no action taken
Vice President Siroka volunteered to develop sponsorship letter
- Unfinished business – discussion regarding CE prior to March meeting
Theresa Lennon and Carolyn Breen to develop leadership CE
Meeting date to be changed from April 1 to April 4 to vary meeting days to encourage increased participation in meetings

- New business
- Adjournment – Vice President Siroka adjourned meeting at 9:34 p.m.

Note: Following meeting, NJDAA learned that ADAA is offering a leadership seminar. Therefore, no NJDAA seminar on leadership in March, 2019 will be offered.