

**WVMNSAC Meeting Minutes**  
**October 4, 2023**  
**University of Charleston School of Pharmacy**

Present on Site: Rebecca Linger, Steve Swank, Keith Richardson, Mike Vernon, Scott Warner, Kieran O'Malley, Michelle Fonda, Kay Hart, Andy Dalton

Present on Zoom: Greg Phillips, Lou Scavnicky, Rich, Brager, Carol Nix

1. Welcome: Preparing for the next 20 years  
Rebecca Linger stated that next year is the 20<sup>th</sup> anniversary of the WVMN. Our original organizers should be recognized. We need to make our membership aware of our progress over the years.
2. Minutes from April 11, 2023 Approved
  - a. Motion by Mike Vernon
  - b. Second by Kay Hart
3. Treasurers Report

a. Grand Total Convention Receipts	\$15,292.94
b. Total Convention Shortfall	\$3,011.47
c. United Bank Balance (9/30/23)	\$6,434.84
4. Actions & Accomplishments
  - a. Elk River Cleanup: Bernie Howe and two volunteers removed 300# of debris
  - b. Presidential Volunteer Awards – no action
  - c. Manual Updates – Pending
5. 2023 Conference Debrief
  - a. Much positive feedback
  - b. Lesson learned – read the fine print
6. 2024 Conference
  - a. Cacapon State Park – July 18 -21, 2024
  - b. 4 classrooms, pavilion, and block of 60 rooms reserved to be released 1 month prior
  - c. Lodging rate \$107.00 per room
  - d. Conference Committee from Potomac Valley
7. 2025 Conference Planning
  - a. State Parks that will accommodate our group = Chief Logan, Cacapon, Pipestem
  - b. Rebecca Linger will send email to each chapter requesting ideas for conference planning, eg Cedar Lakes, The Milton Projects, Greenbrier, Ski Resorts, Davis & Elkins
  - c. Keith Richardson proposed regional meetings and size capping possibilities
8. Bylaw Changes

Michelle Fonda recommended:

- a. Chapter succession plan for leadership turnover
- b. Framework or new officers and replacements
- c. More uniformity between state chapters
- d. Succession Committee was formed to research and make recommendations at next meeting. Members are: Mike Vernon, Lou Scavnicky, Michelle Fonda, Rich Brager, Kay Hart, Greg Phillips

9. State Assessment of Chapters

a. Michelle Fonda Requests:

- Contact information from each chapter
- Number of certified and non certified members
- All of the chapters' bylaws
- Poll of interests of coordinators and members

- b. Question was raised as to how to bring chapters more in alignment with each other.
- c. Andy Dalton suggested a coordinators breakfast
- d. Steve Swank requested a statewide incentive for certification
- e. Keith Richardson asked about recognition for recertified members and an incentive for them to stay active
- f. Motion was made that the succession committee research and report at the next meeting on the incentives and recognition of certification and recertification
  - Motion made by Steve Swank
  - Seconded Keith Richardson

10. DNR Updates

- a. Michelle Fonda is our new MN Coordinator with the DNR as well as the Wild Yards Program Coordinator
- b. Scott Warner suggested that we include our 20<sup>th</sup> anniversary promotion in our conference planning

11. Next meeting set for Wednesday, January 17, 2024; 10 – Noon; by Zoom

12. Adjournment

- a. Motion Mike Vernon
- b. Second Keith Richardson

Report submitted by Steve Swank, WVMNSAC Secretary