



Mission: "A comprehensive collaboration dedicated to the sexual health of our communities."

January Meeting Agenda

11:00 am Welcome & Introductions

11:05 am Community Updates

11:20 am 2018 Meeting Schedule

- Review proposed meeting schedule
- Decide location, target audience, and focus (presentation topics) for evening meetings

11:40 am Executive Board Elections

*Elections for the 2018 SHA Executive Board will take place in January. Elections will take place via online survey which will be sent to coalition members on **Monday, Jan. 22nd** and will close on **Friday, Jan. 26th**.*

*If you would like to add your name to the ballot for any position, contact the SHA by noon of **Sunday, Jan. 21st**.*

- Brief review of current Executive positions and their responsibilities (over)
- Take names for voting ballot to be completed via survey

12:00 pm Community Health Improvement Plan Refresher

- Linn County CHA/CHIP
- Johnson County CHNA/HIP

12:15 pm 2017 Quarterly Newsletter Recap

- Stats: 42 subscribers to date

Month/Topic	Subscribers	Opens	Clicks
Apr./Human Trafficking and Sexual Assault Activism Month	25	44%	16%
July/Pride and HPV Film Screening	28	46.4%	0%
Oct./Fall Updates, Upcoming Events, and Racism/Sexism/Body Shaming during Halloween	34	56.3	18.8%

- Identify future topics or areas of interest

12:30 pm Adjourn



Proposed 2018 Meeting Calendar

Feb 1st	Thurs 11am-12:30pm	Johnson County Public Health
March 1st	Thurs 11am-12:30pm	Linn County Public Health
April	NO MEETING	
May 3rd	Thurs 5:30-7pm	Evening Meeting, Johnson County Location Undecided**
June (sync date w/ pride?)		Evening Meeting, Linn County Location Undecided**
July	NO MEETING	
August 2nd	Thurs 11am-12:30pm	Johnson County Public Health
Sept 6th	Thurs 11am-12:30pm	Linn County Public Health
October	NO MEETING	
Nov 1st	Thurs 11am-12:30pm	Johnson County Public Health
Dec 6th	Thurs 11am-12:30pm	North Liberty Community Library

A) President

- a. The President shall be vested with the responsibility of calling and leading all Alliance meetings, both Executive and general. The President will manage regular e-mail correspondence with members (other than the minutes and agenda).

B) County Representatives

Two County Representatives shall be elected: One representing Linn and the other Johnson County. Unlike other Executive positions, to which any voting member of the Alliance may be elected, eligibility for County Representatives shall be limited to representatives for the four agencies (Planned Parenthood, United Action for Youth (UAY), Johnson County Public Health, and Linn County Public Health—as identified in the 2016 Member Survey) who have vested interest in the Alliance’s success.

Each County Representative shall share the responsibilities of keeping inventory and safeguarding Alliance materials (e.g., literature, tabling items, etc.). Additionally, County Representatives will be expected to secure meetings locations within in their respective counties and preside over those meetings whenever the President is unable to attend.

a. Johnson County Representative

The Johnson County Representative shall organize booking and preparation of all Johnson County meeting spaces as well as manage the Alliance’s website.

b. Linn County Representatives

The Linn County Representative shall organize booking and preparation of all Linn County meeting spaces as well as manage the Coalition’s social media pages.

C) Secretary

- a. The Secretary shall keep an accurate record of all meetings, votes, and of all membership/committee participation. The Secretary shall be responsible for the compilation of minutes and their distribution in a timely manner following each meeting.

D) Treasurer

- a. The Treasurer shall receive all funds for the coalition and maintain records or all receipts and transactions. The Treasurer shall report current account balances at each executive meeting.

E) Historian

- a. The Historian shall be elected on an as-needed basis. The Historian is responsible for archiving coalition activities.