



# AMERICAN ACADEMY OF DENTAL HYGIENE

**Governing Council Annual Meeting  
July 21, 2023  
Live & Conference Call/Virtual Video Meeting  
1:00 pm Central Time**

**1. CALL TO ORDER**

**2. ROLL CALL/ CERTIFICATION OF QUORUM/ AGENDA APPROVAL**

**Executive Committee**

President – Julie Martin, RDH, MSDH, MPH, MAADH	2022-2024
President-Elect –Melissa Calhoun, RDH, MSDH, MAADH	2022-2024
Secretary – Jane Cotter, RDH, MS, CTTS, MAADH	2022-2023
Treasurer – Valoree Althoff, RDH, BS, MHA, PRP, CP , FAADH	2022-2024
Immediate Past-President – Carolynn A. Zeitz, RDH, RDA, MA, FAADH	2022-2024
Executive Director (Acting Secretary)-Danni Gomes, BSDH, RDH, FAADH	2022-2024

**Governing Council**

Rebecca Pugh RDH, BS, MAADH	2022-2024
Howard Notgarnie RDH, EdD, MAADH	2022-2024
Nancy Barnes RDH, BA, MAADH	2021-2023
Lisa Mallonee BSDH, MPH, RD, LD, MAADH	2021-2023
Kyle Issacs RDHEP, BHS, MAADH	2021-2023

**3. Secretary – Report on file**

**4. Treasurer – Report and Budget on file**

<b>a. Checking balance</b>	<b>\$9,406.04</b>
<b>b. Saving balance</b>	<b>\$25,215.51</b>
<b>c. Ameritrade balance</b>	<b>\$2,162.57</b>
<b>Total Assets:</b>	<b>\$36,784.12</b>

**5. President – Report on file**

**6. Executive Director – Report on file**

**7. Governing Council – Report on file**

**8. Committee Reports:**

- a) **Awards:** Report on file- Gillian Calimpon awarded SHIP Award & Nancy Barnes is Awarded Certificate of Leardership
- b) **Bylaws & Procedures:** No Report on file

- c) **Course Approval:** Report on file
- d) **Fellowship:** Report on file
- e) **Finance:** Report on file
- f) **Finance Review:** **No Report on file**
- g) **Membership:** Report on file
- h) **Minutes Review:** **No Report on file**
- i) **Nominating:** Report on file
- j) **Public Relations:** Report on file
  - Facebook Custodian
  - Webmaster: Report on file

**9. Officer Reports:**

- a. **President Elect:** Report on file
  - a) **Annual Meeting**
- b. **Immediate Past President:** Report on file

**10. Unfinished Business:**

- Updating & amending of Bylaws and Policies & Procedures documents

**11. New Business:**

- **Motion** to terminate finance review committee
- **Motion** to approve the 2023-2024 budget
- **Motion** to approve fellowship application fee for \$225.00
- **Motion** to increase Corporate Provider Rate to \$700.00 bi-annually. The current fee is \$650.00  
(Note: AGD PACE application fee is \$925.00 will increase to \$975.00 Jan 2024  
Maintenance fee is \$330.00 annually) Our application fee is \$50.00
- New logo design

**12. Announcements:**

- Congratulations to our President-elect for her research thesis published in the IJAHS
- Congratulations to our Treasurer Valoree Althoff for being elected as the ADHA Speaker of the House
- Congratulations to our member Erin Haley-Hitz for being elected as the ADHA President-Elect

**13. Awards & Recognition:**

- SHIP Award to Gillian Calimpon
- Leadership Award to Nancy Barnes
- New Member Award to Hayley Buckner
- Appreciation Award to Kyle Isaacs
- Appreciation Award to Lisa Mallonee
- Appreciation Award to Nancy Barnes
- Appreciation Award to Jane Cotter
- Fellowship Award to Carolynn Zeitz
- Fellowship Award to Valoree Althoff
- Fellowship Award to Kimberly Erdman

#### 14. Meeting Dates/Report Deadlines:

- All Governing Council members and the Chair of each Committee are to attend the online quarterly meetings.
- Governing Council members please notify the President in advance of your absence.
- If a Chair is unable to attend, please assign someone from your committee as an alternate and notify the President of your replacement.
- Email reports by the due date to the President at: [president@aadh.org](mailto:president@aadh.org) and Executive Director at [admin@aadh.org](mailto:admin@aadh.org)

2023 – 2024 Governing Council & Chairs Meeting Dates		
Date	Time (Eastern Time)	Quarterly Report Due Dates
Sunday. October 22, 2023	8:00 pm – 9:00 pm	October 8, 2023
Sunday. January 21, 2024	8:00 pm – 9:00 pm	January 7, 2024
Sunday. April 21, 2024	8:00 pm – 9:00 pm	April 7, 2024
Annual Meeting @ RDHUOR July 18-20 2024 Gaylord Rockies Denver, CO	Annual Meeting 1:00pm-3:00pm Meeting Room: TBD	Annual Reports Due July 3, 2024

#### 15. Adjournment \* MOTION:



# AMERICAN ACADEMY OF DENTAL HYGIENE

## Governing Council Meeting Minutes--DRAFT July 22, 2022 Hybrid Meeting Annual Meeting – RDH UOR – Orlando, FL.

### 1. CALL TO ORDER

Meeting called to order by Carolynn Zeitz at 1:16 PM EST

### ROLL CALL/ CERTIFICATION OF QUORUM/ AGENDA APPROVAL

Roll called and certified a quorum of 9 members present.

#### Executive Committee

President – Carolynn A. Zeitz, RDH, RDA, MA	2020 – 2022 Present
President-elect – Julie Martin, RDH, MSDH, MPH	2020 – 2022 Present
Secretary – Jane Cotter, RDH, MS, CTTS, FAADH	2019 – 2021 Present
Treasurer – Valoree Althoff, RDH, BS, MHA, PRP, CP	2020 – 2022 Present
Immed Past Pres – Winnie Furnari, MS, RDH, FAADH, FAFS, FADE	2020 – 2022 Present

Executive Director – Danni Gomes BSDH, RDH, FAADH Present

[admin@aadh.org](mailto:admin@aadh.org)

#### Governing Council

Nancy Barnes, RDH, BA, MAADH	2021-2023 Present
Lisa Mallonee BSDH, MPH, RD, LD	2021-2023 Absent
Rhoda Kublickis, BASDH, MHS, CRDH, FAADH	2020 -2022 Present
Rebecca Pugh, RDH, BS - Chair	2020-2022 Present
Kyle Issacs, RDHEP, BHS, MAADH	2021- 2023 Present

#### Also in Attendance:

Christel Autuori  
Melissa Calhoun  
Lacy Walker  
Joyce Ann Turcotte  
Jennifer Howard  
Deb Manne  
Cynthia Koons  
Shelia Sheats  
Millie Thaw  
Dorothy Ferreira  
Mary Kellerman  
Alyssa Aberle  
Jo-Anne Osalmo

### 2. Amendments/Approval of the Agenda

Agenda approved by general consensus.



## AMERICAN ACADEMY OF DENTAL HYGIENE

### 3. Approval of July 2021 Annual Meeting Minutes

2022 Annual Meeting Minutes will be approved at next quarterly meeting.

### 4. Approval of June 16, 2022 Meeting Minutes-approved

### 5. Welcome and Introductions

### 6. Recognition of the AADH 2020 – 2022 Leaders

### 7. Officer and Committee Reports

a. Secretary-report on file

b. Treasurer-report on file

c. President-report on file

[Motion: 07.22.2022-01 To change Danni Gomes title from Administrative Assistant to Executive Director made by Carolynn Zeitz, Seconded by Valoree Althoff. Motion approved. m/s/a](#)

d. Administrative Assistant-report on file

e. Governing Council-report on file

f. President-Elect-report on file

g. Immediate Past President

h. Annual Meeting-no report

i. Awards-report on file

j. Bylaws & Procedures-report on file

k. Course Approval-report on file

l. Fellowship-no report

m. Finance-report on file

n. Finance Review-report on file

o. Future Focus-report on file

p. Membership-report on file

q. Minutes Review-report on file

r. Nominating-report on file

s. Public Relations: Social Media & Website-report on file

t. Times Review-report on file

### 8. Presentation of Awards & Recognitions

### 9. Introduction of the Candidates & Candidate Speeches

### 10. Voting Process and Voting

### 11. New Business

### 12. Announcements

[A. Sherri Luke's daughter passed away in July. The AADH Will send condolences to her.](#)

[Motion 07.22.2022-2 to send a Grove of three trees \(\\$114.95\) from American Tree in remembrance of her daughter, and for the Secretary to send her a condolence card. Made by Julie Martin, seconded by Joyce Turcotte. Motion approved. m/s/a](#)

[B. Julie Martin will send out a call for volunteers for committee chairs](#)

### 13. Election Tellers Report



## AMERICAN ACADEMY OF DENTAL HYGIENE

Thirty-three members voted

Treasurer-Valorie Althoff received 30 votes

GC Members- Winnie Furnari received 29 votes, Becky Pugh received 30 votes, Howard Notgarnie received 27 votes

President-elect- Melissa Calhoun received 20 votes, Lacy Walker received 13 votes

### 14. Installation of 2022 – 2024

- Governing Council Members—Winnie Furnari, Howard Notgarnie, Becky Pugh
- Treasurer—Valoree Althoff
- President Elect—Melissa Calhoun
- President—Julie Martin

### 15. Adjournment

Motion to adjourn made by Julie Martin. Seconded by Jane Cotter. Meeting adjourned at 2:39 pm EST by general consensus.



# AMERICAN ACADEMY OF DENTAL HYGIENE

## Governing Council **Minutes** June 11, 2023 Conference Call/Virtual Video Meeting 8:00 pm Eastern Time

1. **CALL TO ORDER:** Meeting called to order at 8:01: ET by Julie Martin
2. **ROLL CALL/CERTIFICATION OF QUORUM/AGENDA APPROVAL:** Roll called with a quorum of 8 voting members present, agenda approved.

### Executive Committee

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President – Julie Martin, RDH, MEDH, MPH, MAADH	2022-2024 Present
President-Elect – Melissa Calhoun, RDH, MSDH, MAADH	2022-2024 Present
Secretary- Jane Cotter RDH, MS, CTTS, MAADH	2022-2024 Present
Treasurer- Valoree Althoff, RDH, BS, MHA, PRP, CP, MAADH	2022-2024 Present
Immediate Past President-Carolynn A. Zeitz, RDH, RDA, MA	2022-2024 Present

Executive Director (Acting Secretary)- Danni Gomes, BSDH, RDH, FAADH  
2022-2024 Present

### Governing Council

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Rebecca Pugh, RDH, BS, MAADH	2022-2024 Present
Howard Notgarnie, RDH, EdD, MAADH	2022-2024 Present
Nancy Barnes, RDH, BA, MAADH	2022-2023 Present
Lisa Mallonee, BSDH MPH, RD, LD, MAADH	2021-2023 Excused
Kyle Issacs RDHEP, BHS, MAADH	2021-2023 Present

### Additional Members Present:

Kristi Menage Bernie  
Susan Burzynski  
Shelia Sheets  
Peter Gangi  
Rhoda Kublicks  
Marlyce Godoy James

3. **Secretary—Report on File**  
**Motion 06.11.2023-01:** To approve minutes from 4/16/2023 made by Becky Pugh, seconded by Howard Notgarnie. All approved. m/s/a
4. **Treasurer—Report and Budget on File**
  - a. Chase Bank Balance \$6,740.59

<b>b. Saving balance</b>	\$25,215.09
<b>c. Ameritrade balance</b>	\$2,177.69
<b>Total Assets:</b>	\$34,133.37

President Julie Martin will obtain a certificate of death for Diane Brucato-Thomas to have her name removed from the TD Ameritrade account.

**5. President – Report on File**

**6. Executive Director—Report on File**

**7. Governing Council-- Report on File**

**8. Committee Reports:**

**a. Awards: No Report on File**

**Motion 06.11.2023-03:** To approve Gillian Calimpon for the SHIP award as recommended by membership committee made by Peter Gangi, seconded by Melissa Calhoun, Approved. m/s/a

**b. Bylaws & Procedures: No Report on file**

**c. Course Approval: Report on file**

**d. Fellowship: Report on file**

**e. Finance: Report on file**

**f. Finance Review: No Report on file -no chair**

**g. Membership:**

Ratification of new members Pamela Graboso and Derik Sven approved.

**Motion 06.11.2023-02:** To amend the membership criteria to be limited to 8 continuing credits allowed per day to be considered eligible for membership, made by Peter Gangi, seconded by Melissa Calhoun. Approved m/s/a

**Administrative:** Membership form amendment to add a separate column to Continuing Education Listing to read “CE Approval Agency” (AADH, PACE, ADA CERP etc.)

**Administrative:** Remove the word “Sponsor” from the membership and continuing education forms.

**h. Minutes Review: No Report on file**

**i. Nominating: No Report on file**

**j. Public Relations: Report on file**

**i. Facebook Custodian**

**ii. Webmaster: Report on file**

**9. Officer Reports:**

**a. President Elect: Report on file**

**a) Annual Meeting: Report on file**

**b. Immediate Past President: Report on file**

**10. Unfinished Business:**

- Updating & amending of PBYS and PRs documents

**11. New Business: All new business items reported in Membership**



**12. Announcements:**

- AADH will donate \$399.82 from the Sunshine Fund to the ADHA Institute of Oral Health in honor of Winnie Furnari.
- Sponsorship opportunities for UOR Networking Event

**13. Meeting Dates/Report Deadlines:**

- All Governing Council members and the Chair of each Committee are to attend the online quarterly meetings.
- Governing Council members please notify the President in advance of your absence.
- If a Chair is unable to attend, please assign someone from your committee as an alternate and notify the President of your replacement.
- Email reports by the due date to the President at: [president@aadh.org](mailto:president@aadh.org) and cc the Executive Director at [admin@aadh.org](mailto:admin@aadh.org) for documentation.

2022 – 2023 Governing Council & Chairs Meeting Dates		
Date	Time (Eastern Time)	Quarterly Report Due
Sunday. November 6th, 2022	8:00 pm - 9:00 pm	October 23rd, 2022
Sunday. January 8th, 2023	8:00 pm - 9:00 pm	December 23rd, 2023
Sunday. April 16th, 2023	8:00 pm - 9:00 pm	April 2nd, 2023
Sunday. June 11th, 2023	8:00 pm - 9:00 pm	May 28, 2023
Annual Meeting @ RDHUOR July 20 – 22, 2023 Gaylord Opryland Resort & Convention Center Nashville, Tennessee	Annual Meeting July 21st, 2023 1:00pm-3:00pm Meeting Room: Lincoln C	July 7th, 2023 Annual Reports Due

**14. Adjournment**

**MOTION:** 06/11/2023-04 to adjourn made by Peter Gangi, seconded by Melissa Calhoun. Approved. m/s/a. Meeting adjourned at 9:22pm ET.



## AMERICAN ACADEMY OF DENTAL HYGIENE

### **2022-2023 Annual Report**

**Date:** July 7, 2023

**Name:** Jane C. Cotter RDH, MS, CTTS, FAADH

**Position/Committee Members:** Secretary

#### **Opportunities (Charge):**

- Maintain the meeting records for the Academy and provides historical review when needed

#### **Accomplishments:**

Recorded Minutes of Annual Business Meeting at RDH UOR 7/22/22 Submitted DRAFT for review and approval

Recorded Minutes of 2022-23 Quarterly Meetings:

- 6/11/2023 Submitted DRAFT for review and approval
- 4/16/2023 Submitted DRAFT for review and approval
- 1/8/2023 Submitted DRAFT for review and approval
- 11/6/2022 Submitted DRAFT for review and approval
- Contributed to discussions and email votes as needed

Executive Director Evaluation report:

- Request for GC to complete evaluation for Danni Gomes (Executive Director) sent on 4/5/2023.
- Compiled responses from Executive Director evaluation and submitted to AADH President Julie Martin 5/22/2023

Respectfully submitted,

Jane Cotter



## AMERICAN ACADEMY OF DENTAL HYGIENE

### Treasurer Report

**Date:** July 8, 2023

**Name:** Valoree Althoff, MHA, RDH, CPP-T, PRP, FADHA, FAADH

**Position/Committee Members:** Treasurer, AADH

#### Assets:

2023:	Checking balance 7/8/2023	\$ 9,406.04
	Savings balance 7/8/2023	\$25,215.51
	Ameritrade balance 7/8/2023	\$ 2,162.57
	Total of assets	\$36,784.12
2022:	Checking balance 7/16/2022	\$11,747.95
	Savings balance 7/16/2022	\$25,213.05
	Ameritrade balance 7/16/2022	\$ 1,840.01
	Total of assets	\$38,801.01
Difference		(\$2,016.89)

#### Accomplishments:

- Responded to various communications
- Posted all financial transactions from Paypal, Stripe & Chase
- Attended AADH Budget planning meeting

#### In Progress:

- Changing names on TD Ameritrade accounts still
- Attending AADH Annual Meeting July



## AMERICAN ACADEMY OF DENTAL HYGIENE

### President Annual Report – 2023

**Date:** July 21, 2023

**Name:** Julie L Martin, RDH, MSDH, MPH, ECP-III, MAADH

**Position:** President – ANNUAL REPORT

**Charge:** Act as the liaison for a two-year term between members and the Governing Council, represent the Academy at meetings and guide the business of AADH

**Accomplishments:**

- Presidential email correspondence with IPP, PE, ED, and Treasurer
- Collaborated with Finance committee with transfer of bank accounts to elected officers with Chase
- Correspondence with Membership Committee regarding new membership applications
- Review and voting of new membership candidates
- Reviewed and voted of new fellowship candidates
- Approved financial payments to UOR Speakers and Executive Director
- Sent out welcome letter to new members and current members.
- Reviewed newly designed AADH website
- Finalized quarterly meeting dates for 2022-2023
- Finalized and approved Executive Directors contract.
- Transitioned to new AADH email address
- Acted as an interim Membership Committee Chair
- Utilized Google Drive for submitting reports
- Work with PE Melissa Calhoun on responsibilities as PE
- Continue to highlight members and fellows on AADH social media
- Officially announced the passing of our fellow comrade and mentor Winnie Furnari on all AADH sites
  - Sent flowers to memorial on behalf of AADH
  - Constructed a memorial lantern in Winnie's memory to her husband St Anthony
- Represented AADH at the Opening General Session at ADHA in Chicago
- Met with ADHA President-Elect AND current AADH member Erin Haley-Hitz in reference to future collaborations.
- Continue to promote AADH membership while at ADHA CLL 2023

**A Look Ahead:**

- Schedule a meeting with ADHA President Elect Erin Hitz-Haley to further discuss future collaborations with ADHA.



AMERICAN ACADEMY  
OF DENTAL HYGIENE

**Executive Director  
Annual Report**

**Date: July 21, 2023**

**Name: Danni Gomes BSDH, RDH, FAADH**

**Opportunities (Charge): Perform the administrative operations of AADH Inc.**

**Accomplishments:**

- Revised the Mission Statement
- Completed annual meeting agenda and reviewed with President Martin
- Phone call with Treasurer Althoff to form the budget
- Scheduled zoom meeting with finance committee and reviewed the 2023-2024 budget
- Emailed budget & new mission statement to Governing Council for review
- Contacted graphic designer and received a quote for new logo design, banner and tablecloth
- Networked with vendors at ADHA
- Emailed sponsors, asked for their logos
- Emailed receipt to sponsor
- Sent sponsor logos to Lacy to post on social media
- Donated \$399.62 from AADH to the ADHA Institute of Oral Health in honor of Winnie Furnari
- Prepared the voting ballot with Immediate Past-PresidentCarolynn Zeitz
- Emailed voting ballot to members for review
- Worked with President Martin on announcement of the passing of Winnie
- Added specific biographical information to be included in the CE application & emailed the CE Committee to inform them that it has been approved & completed
- Added CE Provider category definitions to application & sent to 2 members who requested them
- Created invoices for all our application forms
- Spoke to Alyssa Delgado to confirm her position as Bylaws Chair

- Notified President of positions that need to be filled
- Emailed Awards Committee regarding award nominee
- Emailed GC award nominee for vote
- Emailed SHIP award recipient a congratulations letter. Invited her to the GC Annual Meeting on zoom because RDH UOR is sold so she can not attend. Let her know that we will pay her registration for next year.
- Edited application forms to receive the dues up front
- Emailed 2- notifications to the members regarding membership renewal
- Reviewed members renewal applications and emailed renewal confirmation letter from the President
- Added image upload option to the fellowship application
- Created Sunshine Fund form
- Transferred Sunshine Fund donation into AADH account
- Balanced Sunshine Funds
- Reviewed revised draft of Bylaws & Policies
- Notified award recipient Nancy Barnes of nomination
- Uploaded receipts to drive
- Emailed 362 subscribers from our website
- Answered all inquiries and/or phone calls and emails
- Sent Public Relations Chair content to post to social media
- Emailed reports due date reminder to GC & Committee Chairs
- Sent the AADH logo to the President-Elect to send to our sponsored speaker to add to her presentation and to coordinate with the President & Speaker on date, time & location of course for introduction.
- Followed up with Continuing Education Provider regarding renewal
- Sent CE renewal applications to the CE Chair
- Emailed new logo to CE providers who have renewed
- Corresponded with membership committee viaText & email
- Emailed new members welcome letter from the President
- Communicated with Treasurer regarding income/expenses
- Sent invoices to new members
- Sent invoices to CE providers
- Prepared and printed certificates
- Mailed certificates & pins to new members
- Spoke with a potential Membership Chair on phone regarding her role and answered any questions. Shared the concerns that the membership committee had. Sent her template of membership report.
- Sent new Finance Chair Rhoda Kublickis the budget and a template of the finance report.
- Created event presentation

- Created digital reimbursement form for our sponsored speaker
- Ordered flowers for Winnie on behalf of the GC paid with the Sunshine Fund
- Emailed fellowship applications to fellowship committee
- Communicated with Fellowship Chair regarding applicant
- Filed annual report
- Completed & signed the TD Ameritrade Authorized Agent Form & emailed it to Mary Calka, Lynn Southerland, Jane Cotter & Valoree Altoff for signatures
- Uploaded TD Ameritrade Authorized Agent Form to their site for update
- Communicated with President, IPP, President-elect & committee chairs
- Went to Chase bank to add myself as an authorizing agent on the account. Was unsuccessful; need to add to the minutes stating that I am acting secretary
- Sent request for written CE provider category descriptions to CE committee
- Worked with CE committee on defining definitions of CE categories
- Emailed new fellows congratulations letter from the President
- Renewed our domain
- Updated AADH Course Approval Map
- Updated fellowship application with specialty categories
- Updated policies & procedures with specialty categories
- Created sponsorship form
- Purchased memorial tree in memory of Tony Calka on behalf of AADH
- Purchased flowers scheduled to deliver 1/9/23 from sunshine fun
- Emailed the Linktree to all members
- Followed up with Continuing Education Providers regarding renewal
- Emailed new member applications to Membership Committee & GC
- Emailed fellowship applications to fellowship committee
- Texted the committees to notify of new applicants
- Emailed new fellows congratulations letter from the President
- Updated some member email addresses
- Created Speaker Proposal Form
- Created Speed Networking Form
- Emailed members with announcements
- Secured a room for our 1st Annual Speed Networking Event
- Set up Speaker Vote Sheet



- Created spreadsheet of roster of appointed Executive Committee, Governing Council members, and Committee Members & Chairs. Shared it with the President & President-Elect.
- Deposited check
- Troubleshoot of invoice
- Troubleshoot of email & website
- Communicated with potential sponsor
- Sent follow up emails regarding payments & voting
- Assisted CE providers with writing provider codes correctly
- Mentored new ce provider candidates
- Emailed example certificate of verification and evaluation form
- Purchased memorial tree in memory of Abigail Lukes on behalf of AADH
- Emailed Sherri Lukes memorial certificate on behalf of AADH
- Emailed 55 subscribers from RDH UOR
- Changed the [president@aadh.org](mailto:president@aadh.org) email address to Julie Martin
- Set up organization email addresses for Carolynn Zeitz, Melissa Calhoun, Howard Notgarnie, Lacy Walker & Tammy Marshall-Paquin
- Created a folder in google drive for receipts & shared it with the treasurer
- Created a QR code to direct leads to our website and add them to our email list
- Created a Linktree for AADH (suggested by Carolynn Zeitz)
- Sent Linktree to Public Relations Chair to add to our social profiles
- Created (3) group text (to improve communication)
  - 1 for Membership Committee
  - 1 for Continuing Education Committee
  - 1 for Governing Council Members
- Assisted President set up meeting dates
- Emailed meeting dates to Executive Committee, Governing Council & Committee Chairs
- Set up a 1-hour zoom meeting to discuss banking with the President, Treasurer & Immediate Past-President.
- Edited digital reimbursement form created by Carolynn Zeitz
- Edited digital fellowship application created by Carolynn Zeitz
- Finalized all digital forms
- Called Chase bank to handle banking challenges
- Emailed all Continuing Education Providers the renewal form
- Melissa Calhoun recommended Tammy Marshall-Paquin for Membership Chair. I helped on-board her and answered all her questions
- Trained the Membership Chair (Tammy-Marshall Paquin) on how to forward the applications to the Governing Council

- Removed GoFundMe form (it's not tax deductible) created a new donation form (which is tax deductible)
- Sent donation form to potential donor
- Invited a couple of CE providers to become members
- Invited a CE provider to advertise on our website
- Discussed our "Standards of Quality Continuing Education" form with a CE provider and confirmed the correct way to write the codes.
- Uploaded all Subscribers, Members and CE Providers into our software
- Confirmed receipt of payment to our sponsored speaker and award recipient
- Communicated with Treasurer regarding reimbursement form submitted

**Recommendations:**

- Invite colleagues to our speed networking event it's not too late

**On the horizon:**

- Administrative Policies



## AMERICAN ACADEMY OF DENTAL HYGIENE

### **American Academy of Dental Hygiene Report for 7.21.23 Annual Meeting - Governing Council, Report Drafted 7.1.23**

**Name:** Rebecca Welch Pugh, RDH, BS, FADHA, Chair

**Governing Council Members:**

Howard Notgarnie, 2022-2024

Rebecca Pugh 2020-2024

Lisa Mallonee 2021-2023

Nancy Barnes 2021-2023

Kyle Issacs 2021-2023

The Governing Council expresses deep sorrow at the loss of one of its members – Winnie Furnari.

**GC Accomplishments:**

Meetings were held 11.6.22, 1.8.23, 4.16.23, & 6.11.23.

Approved authorizing representatives on the Chase bank account.

Approved the AADH budget, as well as amendments as they came forward.

Approved sunshine gift to Mary Calka on the passing of her husband, Tony Calka.

Considered new members Brandi Townsley, Hope Loyd, Marlyce James, Rachell Miller, Yvonne Posey, Kandice Swarthout, Diane Mullin, Jessica Hamby, Angela Grover, Kayla Hardin, Derek Sven, & Pam Graboso.

Considered new fellowship status for Carolynn Zeitz, Kimberly Erdman, Valoree Althoff.

Approved submitting Proposed Bylaws Amendments to the membership.

Participated in vote for AADH featured speaker at RDH Under One Roof, An Chih “Angela” Do, RDH, MEd, MAADH.

Approved sponsorship fees.

Approved policy on biographical documents.

Approved sending proposed bylaws-amendments to Annual Membership Meeting for approval.

Approved CE provider categories.

Participated in Executive Director’s Annual Evaluation.

Approved membership criteria to include “limit up to 8 continuing education credits allowed per day to be considered eligible”.

Reviewed adding “CE Approval Agency” on membership forms for the course listing.

**Recommendations:**

None at this time.



AMERICAN ACADEMY  
OF DENTAL HYGIENE

**Subject:** Awards Committee Annual Report      Ship Award

**Members:** Nancy R. Barnes, Chair  
Marcia Lorentzen, Shelia Sheats, Millie Thaw, Joyce Turcotte

**Committee Charge;** The Charge of the Committee is to foster, recruit, and recommend Applications for Awards. The SHIP AWARD was established to recognize an individual applicant who achieves this. required from the criteria.

After review of the material submitted related to applicant Gillian Calimpon, the Committee submitted her name as the 2023 American Academy of Dental Hygiene, Ship Award candidate.

The Governing Council approved Gillian Calimpon, RDH, from Texas Woman's University .

She received the degree of Doctor of Dental Medicine, in 2000 from Centro Escolar University, Philippines. She attended Concorde Career College, in CA and received her Associates Degree in 2013. She has worked in various centers providing initial dental services free to the poor in Manila, Philippines and St. Mary Medical Center Long Beach, CA following receiving her Dental Hygiene license. Gillian is now completing advanced education in Texas, Women's University graduation is in August, 2023.

I would like to thank the committee members for all their assistance and future help as we review the applications for 2023.

Respectfully submitted,

Nancy R. Barnes  
AADH Chair Awards Committee



## **Continuing Education Provider Annual Report**

**Date:** July 21, 2023

**Committee Name:** AADH Course Approval Committee

**Members:** Cynthia Koons, Maria Perno Goldie, Rebecca Pugh, Joy Void-Holmes, Lucinda B. McKechnie

**Chair:** Nancy R. Barnes

**Committee Charge:** The AADH has developed Standards for Continuing Education. Those seeking to become sponsors as individual AADH Member providers, individual non-member providers, National Corporate, Academic, State/ Component Associations, sponsors submit the necessary Provider Applications, they are reviewed. These applications are reviewed evaluated relative to content, depth, accuracy and outcome. The process has been used to approve Courses for Continuing Education credit and is similar to the AGD model. The following providers have completed renewal:

### **National/International Associations:**

- **3-Current**

ADHA	Expires 12/23
European Association of RDH	Expires 12/23
International Association of Airway Hygienists'	Expires 12/23

### **Corporate:**

- **16-current**

Today's RDH	Expires 12/23
Teacher Tina RDH	Expires 12/23
Pure Dental Brands	Expires 12/23
Educators Platform	Expires 12/23
Omega Seminars	Expires 12/23
Dental Hygiene Spark, LLC	Expires 12/23

Proctor and Gamble Company	Expires 12/23
Andy Coddington/DH Academy	Expires 12/23
Dental Hygiene Seminars	Expires 12/24
Midwest Dental Management, Inc.	Expires 12/24
Endeavor Business Media	Expires 12/24
Dr Joy RDH	Expires 12/24
Professional Learning Services	Expires 12/24
That Deaf RDH	Expires 12/24
Apex Dental Partners	Expires 12/24
Hygiene Edge	Expires 12/24

**State/Component Association:**

- **3-current**

Hawaii Dental Hygienists' Assoc.	Expires 12/23
New Jersey Dental Hygienists' Assoc.	Expires 12/23
New York City Dental Hygienists' Assoc.	Expires 12/23

**Academic: 5**

- **3-current**

Houston Community College	Expires 12/23
New York University College of Dentistry/Dental Hygiene & Dental Assisting	Expires 12/23
SUNY Farmingdale State College Dental Hygiene C.E.	Expires 12/23

**Individual/ADHA Members:**

- **13-current**

Kimberly K. Benkert	Expires 12/23
Brandi Hooker Evans	Expires 12/23
Sherri Lukes	Expires 12/23
Trish Keena	Expires 12/23
Kari Carter-Cherelus	Expires 12/23
Lynette Weber, RDH,MS	Expires 12/23
Alyssa Delgado, RDH,MSDH	Expires 12/23
Tina Stein	Expires 12/23
Lynn Smiley	Expires 12/23
Yvonne Posey	Expires 12/23
Howard Notgarnie	Expires 12/23
Lacy Walker	Expires 12/23
Ann-Marie DePalma	Expires 12/23

**Individual/Non-ADHA Members:**

- **1-Current**

Amy Gruber	Expire 12/23
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**Accomplishments:**

The Committee developed with the wonderful assistance of the Executive Director the following:

**-Definitions of the Provider Category****-Continuing Education Provider/Sponsor Application.**

Included in the **Application** is the listing of the requested information to be included in the CV/or BIO . ie. education, work experience, membership in professional organizations, positions held, honors received, presentations made and authored articles.

I would like to thank the members of the Committee for all their hard work.

Respectfully Submitted

Nancy Ryan Barnes, RDH, BA

Chair Course Approval Committee





## AMERICAN ACADEMY OF DENTAL HYGIENE

### American Academy of Dental Hygiene Report

**Date:** July 10, 2023

**Committee Name:** Fellowship Committee

**Members:**

Christel Autuori, MA, RDH, FAADH

Mary Kellerman, MSDPH, RDH, FAADH

**Chair:**

Susan Lopez, BSDH, RDH, FAADH

**Committee Charge:**

- Recommend qualified candidates to the Governing Committee
- Continue to reach out to our members for recommendations

**Accomplishments for the Year:**

- Reviewed, approved and motions sent to Governing Council for Fellowship status for Carolyn Zeitz, Valoree Althoff and Kimberly Erdman.
- At the recommendation of Past President, Winnie Furnari, press releases were created, reviewed and approved by Fellowship Committee members for new Fellow members.
- At the direction of AADH, the releases were sent directly to the new Fellows to use where they felt appropriate.
- Press Releases were sent to Kimberly Erdman, Carolyn Zeitz and Valoree Althoff

**Recommendations:**

- Fellowship Committee invites nominations from members



AMERICAN ACADEMY  
OF DENTAL HYGIENE

### **Annual Finance Report**

**Date:** 7-12-23

**Name:** Rhoda P. Kublickis, MHS, CRDH, FAADH

**Position:** Finance Committee Chair

#### **Committee Members:**

Julie Martin RDH, MSDH, MPH, MAADH

Valoree Althoff RDH, BS, MHA, MAADH, PRP, CP

Melissa Calhoun RDH, BASDH, MS, MAADH

#### **Charge:**

The Finance Committee shall consist of at least three (3) members plus the Treasurer; two members appointed by the President, the President-elect and the Treasurer. The role is to serve as the oversight committee to review the budget process.

#### **Accomplishments:**

- The finance committee met on Wednesday July 12<sup>th</sup>; all the committee members, including Danni Gomes, were in attendance. The budget for 2023-2024 was completed.
- Esteemed Treasurer streamlined the spreadsheet to keep accurate actual total of AADH's finances.
- We will be in the black as our fiscal year ends \$6, 237.00.

#### **On the horizon:**

- Give an anniversary pin for 25 consecutive years of Fellowship with AADH. Melissa Calhoun proposed to roll out by AADH's 40<sup>th</sup> year.
- Proposed in 2023-2024 budget to fund our President elect, and Treasurer, for them to attend annual session, work the booth and the event.



## AMERICAN ACADEMY OF DENTAL HYGIENE

### Membership Committee Report – 2023

**Date:** July 21, 2023

**Name:** Julie L Martin, RDH, MSDH, MPH, ECP-III, MAADH-Chair, Kristy Menage-Bernie, RDH, MS, Jena Payne, RDH, Sherri Lukes, RDH,

**Position:** Membership Committee – ANNUAL REPORT

**Committee Charge:** is recruitment and retention of members, review and disposition of applications for submission to the GC for final approval, development and review of membership materials. We are a standing committee for the Governing Council and any other duties as deemed appropriate by the President

Membership Status:

- Current Membership: 100

### **Welcome 13 New Members of 2022-23**

- |   |           |
|---|-----------|
| • New Membership granted to Dianne Mullins    | 12/28/22  |
| • New membership granted to Kandice Swarthout | 1/8/22    |
| • New membership granted to Jessica Hamby     | 1/15/23   |
| • New membership granted to Kayla Hardin      | 1/29/23   |
| • New membership granted to Pamela Graboso    | 5/2/23    |
| • New membership granted to Haley Buckner     | 7/17/23   |
| • New membership granted to Derik Sven        | 5/30/2023 |
| • New membership granted to Angela Grover     | 12/15/22  |
| • New membership granted to Yvonne Posey      | 10/12/22  |
| • New membership granted to Rachel Miller     | 9/15/22   |
| • New membership granted to Marlyce James     | 9/11/22   |
| • New membership granted to Brandi Townsley   | 7/26/22   |
| • New membership granted to Hope Loyd         | 9/7/22    |



## AMERICAN ACADEMY OF DENTAL HYGIENE

### NOMINATING COMMITTEE ANNUAL REPORT 2023

**Date:** July 2023

**Position/Committee Members:**

Carolynn Zeitz, RDH, RDA, MA, FAADH, Chair

Sherri Lukes, RDH, MS, FAADH Staci Violante, RDH, MSDH, DHSc

**Specifics:**

- Contacts members to discover and determine interest in and/or ability to serve AADH as an elected officer, governing council member or committee member
- Prepares the slate of nominations for publication to the membership of the AADH

**Charge:** Secure a slate of officers for the Term 2023-2025 Secretary and three Governing Council Members

**Present Slate**

Secretary -

- Pamela Graboso, RDH, MSDH, FADHA, MAADH

Governing Council –

- Nancy Barnes, RDH, BA, MAADH
- Susan Byrzynski, BS, MEd, FAADH
- Rhoda Kublickis, BASDH, MHS, CRDH FAADH

**GC Member Terms Ending:**

Secretary:

- Jan Cotter

Council members:

- Nancy Barnes
- Lisa Mallonee
- Kyle Issacs

**Accomplishments:**

- Early Call to present leaders and members sent April and June.
- Worked with the administrator to send members the present slate to the membership.
- Worked with the administrator to create a voting mechanism for the annual meeting.

**Recommendations: None at this time**

Again, encourage members to serve as AADH Officers and Governing Council members.



AMERICAN ACADEMY  
OF DENTAL HYGIENE

## Public Relations Committee Annual Report

**Date:** June 30, 2023

**Name:** Lacy Walker, RDH, BS, CDA, MAADH, FAAOSH

**Members:** Danni Gomes, RDH, BSDH, FAADH (Webmaster),  
Lacy Walker, RDH, BS, CDA, MAADH, FAAOSH (Public Relations Chair)

**Charge:** To manage the Academy's social presence and promote the purpose of the AADH.

See additional reports for Google business profile and Facebook

### **Accomplishments and Continuing Work**

- **LinkedIn -**
  - 317 total followers
  - 152 new followers this past year
  - 12 new followers in the last 30 days which is an increase of 20%
  - 333 Page views, 154 Unique visitors
  - Top visitors by location
    - Chicago
    - Los Angeles
    - Washington DC
    - New York
  
- **Instagram -**
  - 1,100 accounts reached in the past year (581% increase)
  - 295 followers (86% women; 13% women)
  - 65 posts (442% increase)

- 500% increase in stories
  - 503 profile visits (an increase of 220%)
  - 128 new followers this year
  - Winnie's two posts reached the most accounts this year
  - Top cities:
    - New York
    - California
    - Nevada
- **Facebook**
    - 9,200 reaches (an increase of 205%)
    - 1,300 page visits (an increase of 195%)
    - 3045 Followers (78% women; 22% men)
    - Winnie's post reached 2,768 accounts
    - Top visitor demographics:
      - New York
      - Egypt
      - California
- Continue promoting new members/referrals
  - Continue to be active weekly on social media platforms

### **Recommendations:**

- Members are to write a review on Google
- Members to share our social profiles
- Upload sample CE Verification & Course Evaluation forms
- Recommend having a CE tab for dental professionals to purchase CE
- Sponsorships/advertisements
- Be on a podcast to promote the organization
- Repost Networking Event at RDHUOR & members share to reach more accounts
- Post the Networking event at RDHUOR
- Run a promo for becoming a member by a specific date
- Business cards or pamphlets for council & committee members to hand out at conferences.



## Webmaster Annual Report

**Date:** July 21, 2023

**Name:** Danni Gomes BSDH, RDH, FAADH

**Position:** Webmaster

### Charge:

The Webmaster is part of the Public Relations Committee which is an AADH committee consisting of at least three (3) members, appointed by the President. Responsible for developing methods and updates to provide the public with information and promote membership on our official website aadh.org.

### Accomplishments:

- Added sponsors to **Our Partners page** (Endeavor Business Media, KDS, Tempmee, Xlear & BioGaia)
- Added **FAQ's** to the website
- Updated **Our Leaders**
- Updated **CE Providers**
- Added names of all **New Members**
- Added the CE Provider Category definitions to the application form
- Added the biographical data requirement to the CE application form
- Responded to inquiries on website
- Added **Member News**
- Added tax ID # to **the footer**
- Added Bylaws and Policies & Procedures documents in the **footer**
- Removed 2023 icon from **homepage**
- Added our speed networking event to the **event page**
- Added a sponsor button on **event page**
- Updated Carolynn & Valoree's credentials
- Updated **Committee Members**
- Added QR code to **homepage**
- Added 2023 icon to **homepage**
- Added new images on **homepage**
- Added our Mission & Vision to the **homepage**

- Changed the text on the **homepage** under (Leadership, Mentorship & Fellowship)
- Updated the year in the **footer**
- Added schedule of meetings and zoom link to **Calendar page**
- Added a new image on the **Home page**
- Moved up the **welcome new members** section on the mobile view
- Added the text “**Happy Dental Hygiene Month**” in October
- Added new **Donation form**
- Added a **Gallery page** and uploaded images
- Added “**Professional Learning Services**” to **Our Partners page** for donating to our awards recipient
- Added **Fellowship requirements** and **application form**
- Added RDH UOR extended dates **on events page**
- Added **RDH UOR event for 2023**

**On the horizon:**

- Adding email address for officers





AMERICAN ACADEMY  
OF DENTAL HYGIENE

**Date:** July 21, 2023

**Name:** Melissa Calhoun, RDH, MS

**Position: Office of the President-Elect & Annual Meeting Report**

- Performs duties and carries out responsibilities as delegated by the Bylaws, President, Governing Council, and/or policies and procedures
- Participates as an elected officer of AADH
- Participates as required in meetings of Executive Committee and Governing Council
- Follows all Administrative Policies
- Promotes membership
- Submits reports to the President and Governing Council in a timely manner

**Accomplishments**

- Door prizes for new members:
  - \$50 Dental Hygiene Nation Gift Certificate (donated by Melissa Calhoun)
  - wine/coffee glass from Carolyn
  - 2 stained glass from Julie Martin
  - Earrings (donated by Nancy Barnes)
  - Oral Pathology book (donated by Olga Insen)

Volunteers are fully registered for RDH UOR booth: Valoree, Julie, Carolyn, Melissa, and Danni - working on a schedule

- Speed Networking event at RDH Under One Roof scheduled for Friday, July 21, 2023, from 7 – 8 pm. 66 people have registered as of Monday, July 16, 2023.
- We have a projector and screen for the networking event and meeting
- There are 4 sponsors for the networking event (Xlear, BioGaia, KAD dental staffing and TempMee
- Responded to emails
- Promoted AADH on Facebook by sharing posts on my page

- Promoted AADH with other RDH friends, co-workers
- Reserved lodging for PE and President
- Registered and reserved a membership booth at RDH UOR for July 20-22, 2023 Booth #139
  - o Secured carpet, table, chairs for the membership booth.
- AADH Annual Meeting Room Lincoln C @1-3pm



Immediate Past President  
Final Report July 2023

Date: July 10, 2023

Name: Carolynn Zeitz, RDH, RDA, MA

Position: Immediate Past President

Charge:

- Serves as a member of the Governing Council
- Serves in a mentoring capacity for the Academy and provides continuity during the transition between Governing Councils along with assisting with providing general oversight.
- Serves as Chair of the Nominations Committee

Accomplishments:

- Reviewed and voted on new membership applications.
- Reviewed and voted on new fellowship applications.
- Reviewed website when additional information was added.
- Worked with Melissa Calhoun on RDH UOR booth arrangements.
- Finalized RDH UOR 2023 AADH booth and registrations.
- Replied to AADH's Instagrams and Facebook posts.
- Promoted AADH on Instagram and Facebook.
- Responded to AADH emails.
- Created name badges for Officers attending RDH UOR.
- Finalized ballot for 2023-2025 elections.
- Emailed Danni Gomes information for the ballot to the membership
- Ordered Networking goodie bag items.
- Printed goodie bag items (luggage tags, air fresheners, mugs, car coasters, labels for hand lotion, and gift bags)

Recommendations

None at this time