Board Meeting Minutes

October 23, 2026 | Draft for board review and approval

1. Call to Order and Consent Agenda

- The presiding Chair, Carol Baker, called the final scheduled board meeting of 2026 to order. Dr. Daniel Hall offered an opening invocation. Executive Director Erinn Rowe was introduced and addressed the Board.
- The presiding officer requested disclosure of conflicts of interest relating to the circulated agenda; no conflict was voiced in the transcript.
- Consent materials included minutes from the August and October meetings and August and September financial statements. Dr. Crockett moved approval of the consent agenda; Dr. Millwood seconded. The motion passed.

2. Investment / IFA Report

- The investment adviser's October 2 review was summarized. Accounts were reported to comply with applicable investment policies, with favorable performance relative to benchmarks and funds described as maintaining four- or five-star ratings.

3. Member Benefits Group (MBG)

- The MBG chair described member-benefit programs, non-dues revenue, malpractice and medical insurance products, endorsed vendor relationships and support for SCDA and its Foundation. Reported contributions included $24,000 annual office rent, $45,000 toward Foundation scholarships and $5,000 for annual-convention support. These figures were reported verbally and have not been independently reconciled.
- MBG leadership transition was reported: Dr. John Turner is expected to chair MBG in 2027. A nomination of Dr. Jessica Gallard to fill an MBG vacancy was discussed; the transcript does not establish a reliable final vote.
- Quarter-three MBG results included medical insurance commissions approximately 9% below budget, malpractice commissions 21% above budget and royalties 6% above budget. The ADA Mastercard participation figure increased from 232 to 246.
- MBG reported prior approval of its 2026 stockholders report, 2027 meeting schedule and an HP co-endorsement. The MBG board planned a November 13 Zoom meeting for 2027 budget revisions.

4. ADA / 16th District Report

- The ADA report covered membership challenges, unsuccessful discounted-dues pilots, development of an AI policy, privacy concerns in responding to online reviews and unresolved pediatric anesthesia guidance.
- The ADA House was reported to have maintained dues at existing levels. Financial discipline, a governance study, member feedback and alignment between national and state associations were discussed.

5. Legislative and Advocacy Report

- Dr. Deidre Crockett reviewed the upcoming legislative cycle. Expected priorities included community water fluoridation, Medicaid coverage and reimbursement, implementation regulations for the 2026 teledentistry law, and use-tax treatment of sleep apnea devices.
- Board members discussed Georgetown-area fluoridation developments, engagement with local dentists and officials, potential technical support and evidence-based economic impact information.
- Plans were discussed to prepare welcome packets for newly elected legislators and identify local dentist contacts. The lobbyist will monitor prefiled legislation and relevant regulatory activity.

6. 2027 Association Budget and Operating Infrastructure

- Executive Director Erinn Rowe presented a line-item 2027 budget review, emphasizing alignment between budget presentation and audited financial statements. She cautioned that interentity cash transfers and investment-account withdrawals should not automatically be presented as operating revenue.
- Discussion addressed dues and membership trends; annual-session revenue, sponsorship and attendance; printing and the membership directory; travel reimbursements; lobbying and conference costs; charitable/community expenditures; accounting modernization; HR documentation and support; and allocation of shared expenses between SCDA and MBG.
- The Board discussed migrating to QuickBooks Online, outsourcing accounting services, obtaining specialized financial advice, updating personnel policies and job descriptions, and developing a documented shared-services/cost-allocation approach. Cost estimates and allocation decisions remained provisional.
- The Board discussed a $4,000 ASDA District 4 sponsorship line, with a corresponding reduction in the general philanthropic-request allowance contemplated to keep the overall allocation approximately unchanged. Final categorization and MBG funding were subject to reconciliation.
- Dr. Hall moved approval of the presented 2027 SCDA and investment budgets with discussed placeholder adjustments, including proposed allocation of Sue's salary expense to MBG, contingent on MBG Board consideration on November 13 and subsequent updated figures. Dr. Cayouette seconded. The motion passed. Final allocation and figures remained subject to the stated contingency.
- The Board discussed the House of Delegates advance-notice requirement and the possibility of later budget amendments. Management committed to distributing updated figures and clarifying anticipated expenses before the House meeting.

7. Additional Board Business and District Reports

Restricted reserve policy: The Board discussed a proposal to increase the restricted reserve fund from $500,000 to $1,000,000, potentially through annual $100,000 transfers from MBG. Concerns included investment opportunity cost, liquidity, and appropriate reserve levels. The matter was referred to the Executive Board for further study with the Executive Director; no final increase was established.

Advocacy priorities: Discussion also included rural health transformation grants, human-trafficking legislation and continuing education, non-covered services, virtual credit-card practices, and broader dental insurance reform. The Board discussed including general authority to pursue appropriate insurance-reform legislation in its legislative agenda.

Lobbyist agreement: The Board approved the 2027 SCDA lobbyist contract. Dr. Cayouette made the motion; Dr. Millwood seconded; the motion passed. The Otter summary identifies a consulting fee of $66,885, subject to verification against the executed contract.

Governance and calendar: The Board approved updated 2027 meeting dates, including moving the May meeting from May 14 to May 7 (motion by Dr. Crockett, second by Dr. Millwood; passed). The Board also approved 2027 committees/task forces (motion by Dr. Hall, second by Dr. Millwood; passed), including the reported addition of Mackenzie Long to the new dentist committee; verify spelling against the appointment roster.

District and student engagement: District leaders described social gatherings, sponsorships, local meeting arrangements and strategies to engage new graduates. ASDA representatives discussed leadership conferences, mentoring and student outreach. The Board considered a $4,000 sponsorship for an ASDA regional conference in Charleston as a member-engagement and marketing opportunity.

Donated Dental Services: Members discussed participation, operational considerations and continuing education credit opportunities for volunteer dentists.

House of Delegates preparation: Discussion included updates to the agenda, coordination of reports to minimize repetition, and potential use of an edited teledentistry hearing video to illustrate the importance of dentist testimony.

8. Additional Action Items

• Executive Director and Executive Board: research governing documents, reserve thresholds, investment implications and appropriate transfer language; return with a recommendation.

• Executive Director: revise and redistribute the House of Delegates agenda and coordinate presentations to avoid duplicative reports.

• Executive Director: establish a Teams resource-sharing group for district speakers and successful event practices, including a speaker-request form.

• Advocacy team: inform the relevant dentist about possible state grants for replacement water-fluoridation equipment; contact Nick Harris about Georgetown and the anticipated December 1 discussion.

• Advocacy team: prepare a shorter teledentistry hearing video for possible use at the House of Delegates.

• Advocacy leadership: add general language authorizing pursuit of appropriate insurance-reform legislation.

• District leadership: compile MUSC faculty contacts willing to speak at district meetings.

9. Follow-up Items

- Executive Director: finalize 2027 budget assumptions and distribute an updated schedule following MBG action.
- MBG board: consider proposed shared expenses and personnel-cost allocations at its November 13 meeting.
- Executive Director / accounting adviser: confirm interentity accounting treatment, allocation methodology, and whether a written shared-services agreement is needed.
- Executive Director: obtain firm proposals for outsourced accounting, QuickBooks subscriptions and HR implementation/support; assess timing of 2026 expenses.
- Executive Director: develop detailed travel attendance/cost schedules and streamline expense receipt submission.
- Advocacy leadership / lobbyist: monitor fluoridation and Medicaid developments, teledentistry regulations, and sleep-apnea-device tax matters; coordinate legislator outreach.
- Management: clarify sponsorship benefits and brand visibility for ASDA District 4.

10. Adjournment

- A motion to adjourn was voiced near the end of the first transcript segment, followed by an indication that the Board would move into executive session. The exact adjournment time and any executive-session actions are not established in the provided transcript.

Recorded Motions — Cross-Referenced to Original Agenda

Motion makers, seconders, and confirmation that all listed motions passed were supplied by the Executive Director. Agenda numbering and subjects follow the October 23, 2026 original agenda.

Agenda # / Matter	Motion	Second	Disposition
5. Consent Agenda: August 14 and October 5, 2026 Board meeting minutes; August and September 2026 financial statements	Dr. Crockett	Dr. Millwood	Motion passed
6. Investment, Finance & Audit Committee Report	Dr. Cayouette	Dr. Hall	Motion passed

11. 2027 Legislative Agenda	Dr. Hall	Dr. Howell	Motion passed
12. 2027 SCDA Lobbyist Contract	Dr. Cayouette	Dr. Millwood	Motion passed
13. 2027 SCDA & Investment Budgets	Dr. Hall	Dr. Cayouette	Motion passed
14. Updated Board Meeting Dates	Dr. Crockett	Dr. Millwood	Motion passed
15. SCDA Operations Manual Updates — motion to refer back for further consideration	Dr. Hicklin	Dr. Machowski	Motion passed — referral approved (not manual changes)
16. 2027 SCDA Committees/Task Forces	Dr. Hall	Dr. Millwood	Motion passed
17. 2026 House of Delegates Agenda	Dr. Howell	Dr. Millwood	Motion passed

All nine listed motions passed. For item 15, the approved motion was to refer the proposed Operations Manual updates back for further consideration; the manual updates themselves were not approved by this motion.