



11/17/2011 Board Meeting – teleconference

Present on the call: Marcy Reddinger, Toni Wood, John Osment, Charie Faught, Rita Spear, Dave Nixdorf, Brian Moreau, Carolyn Bacon

- Update from chairs
 - Communications chair – Charie
 - Requirement for 4 communications per year to members
 - 1 communication already completed – letter from Dave
 - Web site will be a great tool for communication
 - Email counts as communication, it doesn't have to be a letter
 - Open to any updates
 - Advocacy Chair
 - Still open - Rebecca Manna, Rick Yearry, Dan Sullivan were mentioned as possible replacements
 - Spring conference - Program Chairs – Toni and Candy
 - Location
 1. Rita to follow up with James Cox about Fairmont for pricing
 2. Charie, Toni, Marcy, and Rita to work to establish the date and location
 - Educational opportunities
 1. 12 hours per year is recommended
 2. MT HIMSS has 4.5 with the MHA breakout sessions
 3. Discussed one track for the spring conference, rather than break-out sessions
 4. What topics do we want to address?
 5. Are we doing to compensate speakers (motel room, travel) or ask them to speak?
 6. Brian – potential speaker on lessons learned on Cerner implementation
 - Promotion
 1. Will wait until the date and location of spring conference is determined
 - Sponsorships
 1. Sponsorship levels
 2. Vendor Booths
 - Financial report – John Osment
 - Due November 15 – electronically to IRS
 - \$1340 in bank
 - Hire an accounting firm to do annual review or appoint a committee

- Decision to operate on a cash or accrual basis – John prefers to do a combination of both
- December meeting
 - When- shooting for after middle of the month- week of the 12th or beginning of week of the 19th
 1. Establish annual goals
 - Self-assessment and annual plan for upcoming year
 - Create Strategic Plan
 - Review strategic plan and bylaws
- Recruitment
 - HIMSS list
 - List of potential HIMSS members
 - Send a short mailer or introduction letter, include spring conference information
 - Charie to send Carolyn the MHA list to cross-reference to not duplicate mailings
- Open discussion
 - Dave to send HIMSS Board manual to the group