



Board Meeting Minutes

Teleconference

08/07/2015

In Attendance: Toni Wood, Deb Anderson, Tom Hering, Marcie Sannon, Damien Brockel, Ben Power, Brittany Souza, Cindra Stahl

Meeting called to order by Toni Wood at 11:01 AM.

- Approval of previous meeting minutes
 - Tabled for next meeting as the meeting minutes have not been received.
- Current Business (including Standing Agenda Items and Chair Reports):
 - Governance – Toni, Deb, Charie
 - Annual Standards Report
 - Everyone in attendance agrees that the report looks good to send to National.
 - Financial – Tom
 - Financial Report - attached
 - Overall, we are doing well financially, with about \$25,000 in our bank account currently.
 - FY 2016 Budget – Summary of changes to proposed budget is below
 - Cindra requests allocating some funds for printed materials to promote National Health IT Week. MHA is a week before National Health IT week, so we could pass something out and do some campaigning there. National HIMSS has a toolkit where we could print posters to send to facilities to hang around their facilities. We will add \$500 to the budget for this.
 - Raise the amount for travel expenses so we can send a second attendee to Chapter Leader Exchange next year.
 - Bump the conference food expenses up to \$8,000.
 - National has resources to help with event planning for the Spring Conference. We are changing the part time help to be \$3000. Bump the mixers expenses up to \$2000 so we can hold four a year.
 - Change nursing informatics to boot camp as Deb is researching having a CAHIMS/CPHIMS boot camp
 - Deb, Damien, and Toni will review the financial report next week to get this sent to National by August 14th.
 - Programs: Spring Conference 2016
 - Committee to be formed with pres-elect as board officer with oversight.

- Open position (Deb's old) Educational Chair
 - Event site – Deb and committee to review and compare options, committee will bring a recommendation to the board by the next meeting
- Membership –Ben
 - Deb reported (for Ben) that we are working on the BOGO invites being sent to a list of HIT prospects for new members.
- Website –Damien
 - Damien has made updates as requested on the board page and linked to the recent articles in the August newsletter.
- Communications – Brittany
 - Brittany recently sent out a great newsletter to the membership
 - Plans made to request member submissions for the newsletter – being introduced in September issue.
- Advocacy-Cindra
 - Planning events for NHIT week and options to get the word out at the MHA conference. She will send out options to the board
- Student Relations- Jim A. (Absent)
- New/Other Business
 - Chapter Lead -Tom
 - MHA Conference: Board Meeting and General Member Meeting September 25 at 8:30 a.m.

Montana HIMSS Financial Report

Fourth Quarter FY14-15

As of 6/30/15

STARTING ACCOUNT BALANCE: \$16,613.84

CURRENT ACCOUNT BALANCE: \$ 24,775.35

Income this quarter: \$ 17,482.34

Expenses this quarter: \$ 9,320.83

No outstanding debits

No outstanding credits

YTD INFORMATION

• Revenue	
○ Chapter Rebate	\$ 407.49
○ 2015 Spring Conference Registrations	\$17,044.21
○ Purchase Return	\$ 30.64
○ Total Revenue	\$17,482.34
• Expenses	
○ Marcy Johnson – Backpay for Constant Contact	\$ 100.00
○ PayPal Charge for Direct Deposit	\$ 1.95
○ 2015 Spring Conference Badge Forms	\$ 29.99
○ 2015 Spring Conference Decorations	\$ 128.60
○ 2015 Spring Conference Lanyards	\$ 266.12
○ 2015 Spring Conference Posters/Printing	\$ 107.98
○ 2015 Spring Conference Gift Cards/Prizes	\$ 715.71
○ 2015 Spring Conference Hotel Rooms	\$ 962.30
○ 2015 Spring Conference Catering/Conf Rooms	\$ 5,995.15
○ 2014 Spring Conference Mac McMillian (CynergisTek)	\$ 884.78
○ Total Expenses	\$ 9,192.58
• Gross Profit	\$ 8,289.76
• Operating Expenses	
○ Constant Contact	\$ 128.25
• Net Profit	\$ 8,161.51