

**Wisconsin Chapter of the Healthcare Financial Management Association
Meeting Minutes of the Board of Directors
State Collection Service, Inc – Madison, WI
November 29, 2007**

1. Call to Order

President - David Snow called the meeting to order at 10:12 AM

Roll Call

Officers	Leader	
President	D. Snow	Present
President-Elect	J. Voight	Present
Secretary	B. Zeisberger	Present
Treasurer	J. Nelson	By Phone
VP Programs	M. Everson	Absent
Directors		
Northern District	B. Lorenz	Absent
Western District	C. Schank	Present
Eastern District	K. Gigot	Absent
Southern District	D. Meister	Absent
Southeastern Dist. #1	M. Herder	By Phone
Southeastern Dist. #2	J. Adkisson	Absent
Southeastern Dist. #3	S. Wallner	By Phone
Director-at-Large #1	A. Mertig	Absent
Director-at-Large #2	C. Lichter	Absent
Assistant Treasurer	C. Miettinen	Absent
Immediate Past President	C. May	Present
Prior Past President	B. Sullivan	Absent
WHA – Ex Officio	B. Potter	Present
Committee Assembly		
Advisory	B. Sullivan	Absent
Certification	L. Banfi	Absent
Compliance	C. Wolf	Absent
Directory	J. Dietsche	Absent
Financial Review	C. Swanson	Absent
Founders Awards	K. Berger	Absent
Legislative Advocacy	Open	
Long Range Strategic Plan	J. Voight	Present
Medicare/Medicaid/State Issues	L. Wink	Absent
Membership & Membership Marketing (co-chairs)	T. Tanel M. Ruesch	By Phone Absent
Newsletter	M. Staubach	Present
Nominating	C. May	Present
Electronic Communications (Co-chairs)	S. Wallner D. Severson	By Phone Absent
Program Chair – Fall	J. Brick	Present
Program Chair – Winter		
Program Chair – Spring	A. Stowman	Absent
Small & Rural Providers	Open	
Social	B. Gulig	By Phone
Sponsorship	G. Boerema	Absent

11. Approvals:

- a. **Secretary's Report:** The Minutes from September 27, 2007 Board Meeting were reviewed and approved.
- b. **Treasurer's Report: September 30, 2007 Financial Statements**
The Financial Reports were reviewed and Jim Nelson reported that the Fall Program was well attended, expenses were lower than expected and revenue exceeded budget projections by \$1,800.00. Jim and Sue Miettinen continue to work out the bugs with the new HFMA web based QuickBooks program. Most of the financial activity for this reporting period comes from the Mega Conference registrations and vendor/sponsor payments. Jim will send out the 1099's by the end of the year as required. The checkbook balances and the chapter financials remain strong.

III. Officer/Committee Chair Reports Not Requiring Board Action / Input

a. Presidents Report

Dave Snow and Jean Voight attended the Fall President's meeting in San Antonio Texas, where they had the opportunity to meet with other leaders from five chapters within our region. Efforts to get more members certified, conducting member satisfaction surveys and investment programs were among topics of discussion. Dave reported that Tri-State Adjustments, Inc. of La Crosse, has become a new Bronze Sponsor. The Membership, Provider & Resource Directory should be completed by November 10th. And mailed to members shortly after that. The Founders Award point's information has been submitted to National. The Chapter Medal of Honor recipient will be announced at the May meeting

b. President Elect Report – CBSC Update

Jean Voight reported that National is still working on fixing some of the data on the report. The number of educational hours per member has declined somewhat compared to last year. It looks like our Chapter will meet the required goals set forth by National in almost all categories. Continued discussion took place regarding Co-Sponsorship of meetings to help with achieving our stated goals in the member educational hours category. Jean will report on the results of the member surveys at the January Board meeting.

c. Membership / Membership Marketing

Tom Tanel reported that our membership as of October is 613. This is 6.84% below our YTD target. Our chapter member retention is 88.1%, which is above our goal. Jean Voight sent out calls to all directors to solicit non-returning members to determine why they are no longer members. The results will be reported at the January Board meeting.

d. Newsletter

Monica Staubach reported that after reviewing all of the information regarding a possible problem with members not receiving their copies of the News & Profiles, there really is not an issue to be concerned about. Discussion took place regarding Monica's replacement.

e. Programs

Mike Everson reported that the Mega Conference Planning Committee has asked each sponsoring organization to discuss potential new dates for the 2010 Mega. Consideration to hold the conference in September instead of January was brought forth. The Board agreed to continue with the January time slot. The Mega conference is pretty much set and we are starting to plan the Annual meeting in May. The first call of the program committee will be the week of December 3rd. Some potential topics are State of Healthcare, Form 990s, RAC Audits and Contract Management.

f. Social

Bob Gulig reported that he is getting information regarding the September 2009 meeting location and the May 2010 meeting possibly at the Osthoff Resort. Updates will be presented at the January Board meeting.

VI. Past President Report – Scholarship Proposal

Continued Discussion took place regarding scholarship applications, who they would be sent to and what website would be used. Carol May will check with Brian Sullivan and report back in January. Scholarship awards will be presented at the May meeting.

The Nominating Committee (Carol) will put an Article in the News & Profiles regarding the slate of candidates for the open Board positions. The Board will approve the new slate of Directors at the January Board Meeting.

V. Future Board Meetings

- a. January 30, 2008 – (Wednesday) 4:00 PM Kalahari / Mega Conference
- b. March – Location to be determined
- c. May 22, 2008 (Thursday) 4:00 PM – The Abby Resort – Fontana

VI. Adjournment

A motion to adjourn the meeting was seconded and approved by voice vote. The meeting was adjourned at 6: 00 PM

Respectfully submitted,
Bud Zeisberger