

**May 21, 2009 Board Meeting Minutes**  
Stone Harbor Resort, Sturgeon Bay, WI

- I. **Call to Order, Welcome and Introductions** (4:07pm)
- II. **Platinum Sponsor Introductions and Discussion** – President Voight introduced the Platinum Sponsors to the Board and invited their participation. Sponsors shared thoughts on their sponsorship and ability to participate with HFMA.
- III. **National News from 2008 – 2009 Region 7 Regional Executive Jim Heinking** – President Voight introduced HFMA Region 7 Regional Executive Jim Heinking. Mr. Heinking addressed the group with news from National and outlined plans for the coming year – specifically he outlined DCMS award levels, waivers, founders points issues, adding certification to Balanced Score Card, tactical advancement plans (not an issue for WI). Mr. Heinking discussed changes to the Balanced Score Card; membership and education requirements on the Balanced Score Card due to the economic challenges, on-time reporting requirements, days cash on hand targets, and the addition of a certification metric. Mr. Heinking discussed National’s guidance on co-sponsoring events in order to gain credit towards the education metric on the BSC. Mr. Heinking also discussed changes to IRS Form 990 in the coming year. Mr. DiFelice inquired about continuing education hour requirements for certification in light on the economy. Mr. Heinking indicated that no changes have been made yet.
- IV. **Secretary’s Report**
  - a. Approval of Minutes – March 20, 2009 Meeting  
MOTION: was made by Carol May and carried to approve the March 20, 2009 Minutes.
  - b. The Board reviewed the DCMS Deadlines report thru April 30, 2009. All reporting was up to date
- V. **President’s Report**
  - a. Lifetime Membership Request for Bill Bestor. Jean outlined that lifetime membership involves our chapter paying 5 years of dues in advance  
MOTION: was made by Dave Snow and carried to award Bill Bestor a Lifetime Membership to HFMA.
  - b. Conflict of Interest Policy – Jean discussed the recently adopted Conflict of Interest Policy. She passed out copies of the Conflict of Interest forms to the Officers and Directors and asked that they be completed and returned to her.
  - c. ANI – Bud is arranging a dinner in Seattle for ANI attendees from WI

**VI. President Elect Report**

- a. Chapter Balanced Scorecard 2008-2009 Final Results – Bud reported that we scored 90 out of the 100 points for the year just ending. The only place we did not achieve our goal was in Days Cash on Hand – which our balance was too high. Bud shared with the Board that WI is highly regarded with other chapters.
- b. LTC Update – report is attached to the board report – LTC was valuable once again. We had 7 officers and committee chairs attend.
- c. 2009 – 2010 Strategic Plan Approval – Bud outlined the recommended strategic plan  
MOTION: was made by Art Mertig to approve the 2009 – 2010 Strategic Plan

**VII. Treasurer's Report**

- a. Year to Date Financial Report – Art reported that cash from the Mega Conference is already coming into the chapter. Prepaid on balance sheet represents fees for ANI paid for Bud. Days Cash on Hand are currently at 693. Carmen asked if we should be accruing the certificates issued to sponsors. Tom Tanel, Bruce Lorenz, Jim Brick and Carmen Wolf will make changes and a recommendation. Art led discussion on Income Statement activity and reported that our expenses for the year are significantly under budget.  
MOTION: was made by Cindy Lichter and carried to approve the Financial Report.
- b. 2009 – 2010 Budget Review and Approval – Bruce led discussion on the 2009-10 Budget that was distributed. Many of the items followed activity of the prior year. Of note is that our newsletter expenses are declining due to more inexpensive ways of producing and distributing the newsletter. Jean questioned whether or not sponsorship revenue would stay at last years levels. It was noted that we should research changing our sponsorship year to a calendar year rather than our chapter year.  
MOTION: was made by Carmen Wolf and carried to approve the 2009 – 2010 Budget.
- c. Investments – this topic be discussed at the next meeting

**VIII. VP – Programs Report**

- a. Winter Program Financial Report
- b. Annual Meeting Preliminary Results
- c. Fall Program Update  
The Board reviewed the written reports. Carmen led discussion regarding continuing the early bird discount.  
MOTION: was made by Carmen and carried to approve the continuation of the early bird discount for the scheduled meetings and to make sure that the Thursday only and Friday only fees will not be lower than the early bird discounted rates.

**IX. MegaConference Update**

Phil Rohs updated the Board on the MegaConference. Sponsorships are coming in. ACHE is not sure if they will hold their education event on the afternoon of the last day. Carol May has volunteered to step in to do the work of the resigning Sue Miettinen.

**X. Scholarship Update**

Mary Koenig outlined her written report. The Scholarship Committee recommends awarding \$2000 scholarships to:

- Wendy Canon, New Glarus, WI (Bachelor of Science, Health Care Management) Herzing University, Madison, WI
- Katie Boelter, Green Bay, WI (Masters in Business Administration) UW Oshkosh

In addition, the committee recommends awarding student memberships and waived registration fees for two years or until they graduate- which ever comes first:

- McKenzie Johnson, Eau Claire, WI
- Debra Ann Schwier, LaCrosse, WI
- Michele Hein, Columbus, WI
- Ashley Titchen, Andover, MN
- Samuel Kampo, Appleton, WI

MOTION: was made by Jay Adkisson and carried to approve the recommendations of the Scholarship Committee

**XI. Sponsorship Update**

The Board reviewed the updated sponsorship report provided by Jim Brick.

**XII. Committee Reports**

- a. The Board reviewed written Committee Reports from the following Committees: Certification; Membership; Medicare Issues; Directory; Social; WHA Report; and Electronic Communications
- Tom corrected the date of the Brewer's game to be June 13. He also indicated that he had 8 tickets left and would be making an announcement tomorrow morning. Jean commended Tom on achieving membership goals for three years running.

- XIII. Strategic Plan Final Update** – The Board had reviewed the status of the 2008-09 Strategic Plan. All tactics were accomplished. Jean commended the board and committee chairs for all their efforts.

**XIV. New Business**

Jean shared that Sue Miettinen has resigned as Assistant Treasurer. It was the consensus of the Board to continue having an Assistant Treasurer. Jean asked individuals to consider stepping into this position - if interested they should contact Bruce Lorenz.

**XV. Items for July Board Meeting**

- Research of changing sponsorship year to a calendar year to help our sponsors budget for it easier
- Investment Policy update – Bruce will research whether or not to use National's investment options and make a recommendation at a future board meeting.
- Sponsorship and Membership will develop a process of numbering event certificates and tracking them.

**XVI. Upcoming Events:**

- a. July Board Meeting and Team Building. July 17, 2009. 10:00am.  
Kalahari Resort
- b. September Board Meeting. September 17, 2009. 4-6pm. Sheraton Hotel,  
Brookfield

**XVII.** Adjournment and Baton Pass to Bud! The meeting adjourned at 5:41pm.