

Montana HFMA Board Meeting Minutes
April 23, 2008
Colonial Inn
Helena, MT

Attendees: Bob Olson, Greg Peterson, Chris Hopkins, Joe Vachal, Kim Lucke, Donja Erdman, Ron Wiens, Deb Green, Don Miller, JJ Carmody, Dan Green, Sherri Renney, Steve Scharmann, Kathy Schmock, Tina Montgomery, Tammy Trovaten

Not in Attendance: Bryan Chalmers

Called to order @ 8:10 by JJ Carmody

Old Business:

- Review of February meeting minutes – motion to accept by Deb Green, Greg Peterson second; unanimously approved
- ANI in Las Vegas this June; JJ, Tina, Ron and Steve are planning on being at the President's Dinner
- LTC report – Tina talked about Region X planning meeting; there will be a conference next year in Phoenix; Steve mentioned that the Program Committee training was helpful in outlining a program; Donja said that in the Treasurers training National wants advertising split out from sponsorship income and they stressed to be on accrual basis
- ***JJ suggested Steve, Donja, JJ and Deb to have a conference call to discuss the rate of advertising fee***

COMMITTEE REPORTS

Secretary/Treasurer report

- Steve passed out Income Statement and proposed budget for 2009
 - Items to note were addition of expense in 09 of membership recognition to purchase shirts for members for Fall conference
 - Steve and Donja will have to make accruals at year-end if necessary
 - Steve will state at lunch meeting that budget will be in next newsletter and financials will be posted on website
 - Need to change Money Market budget to \$1600, Unrealized amount to zero and board meeting expense to \$4500
 - Greg motioned to approved with changes, Kathy second; unanimously approved
 - *Steve to email Donja final budget*
- Dave Bauer from DA Davidson reported on our investments
 - Money market = \$31,871.11
 - 3 other CD's earning 5.25%, 5.1% and 5% respectively
 - Arkansas Natl bank maturing in September; May of 2009 Firstbank CD maturing
 - Ron suggested moving some money from the Money Market account to a short term CD with a higher yield
 - Board agreed to roll \$25,000 from Money Market into a 9-month CD; Deb Green motioned, Ron second; unanimously approved
 - At Fall Board Meeting, board will discuss the CD that matures in September and what to do with that money; ***Tina will need to make arrangements to conference call in Dave Bauer for Fall Meeting***

Program Committee

- 111 registrations with more pending
- Introduction assignments handed out
- Meeting rooms for each track were discussed; need to increase # of lunch tables to 10 from 8

- Next Board meeting will be June 6th in Lewistown; *Tina will provide more details*
- Fall conference will be Oct. 15-17 @ Crowne Plaza in Billing
- Spring Conference will be in Bozeman April 15-17; LTC will be April 19th
- *Make sure Region X meeting is on the Fall Board Meeting Agenda*
- Future webinar/telemed opportunities
- Steve brought up doing web-ex and road shows to increase education hours to work with Task Force committee to do this
- Bob suggested working with MHA on telemed using their grants to help
- ***Steve will work with Chris to pilot road shows next year***
- Joe motioned to give \$100 gift card to Luanne for helping, Chris second; unanimously approved

Sponsorship Committee

- 18 booths for this program
- 31 total vendors
- 4 vendors still need to pay
- ***Steve needs to see what income has not been booked*** – there is only \$15,495 booked but Deb has record of \$22,850 received
- Bob was contacted by vendors to see if they could get more involved to help plan the trade show
- Don will handle the drawing; drawings will be done in one place and the vendors will come to him
- Deb will get a copy of the vendor email addresses to Donja so she can send newsletter to them
- There will be a sponsorship meeting at each conference; new diamond level and advertising will be discussed
- Attendee list needs to be given to vendors when they check in; we will email them an electronic version to vendors after the conference; ***Tina will get list to Deb who will send it to vendors***
- If vendor registration is higher than sponsorship level allows, each additional person will be paid at appropriate registration rate

Membership Committee

- Current membership is @ 200

Audit Committee

- No report for now...need to get somebody to do audit
- ***Ron will check with National about record retention***

Bylaws

- Committee members are Christie Delaney, Kim Lucke and Cami Kalinski
- Nothing to report

Task Force

- RAC conference calls are done
- Next call conference call is Surviving Medicare Advantage on April 29th
- Goal is to have a session once a quarter along with PFS forums and road shows

Newsletter

- Next newsletter will go out April 30th
- Donja asked if we could give \$25 gift card to person that has helped her publish
- Deb motioned, Greg second; unanimously approved

Nominating

- Don reported that he is in contact with National for a better way to count ballots
- Committee members were announced

DCMS Progress Report

- Last item to be submitted is final communication and board meeting report

- Other requirements and results were reviewed

DCMS

- Steve reviewed DCMS goals that have been submitted to National

Chapter Investment Review

- JJ brought up the service that National offers
- Chris mentioned that it's nice to have it local
- We are not changing anything at this time
- Deb brought up the confidentiality breach at DA Davidson...Steve will ask Dave Bauer if we were at risk

BE SURE TO EMAIL JOE VACHAL YOUR COMMITTEE GOALS, OBJECTIVES AND MEMBERS SO HE CAN UPDATE THE WEBSITE

Greg Peterson moved to adjourn meeting, Deb Green second; unanimously approved @ 11:15 AM