

**MONTANA CHAPTER HFMA**  
**Gran Tree Inn, Bozeman, MT**  
**Wednesday, April 15, 2009 9 a.m.**

Present: Tina Montgomery, Scott Thorn, Kim Lucke, Deb Green, Joe Vachal, Don Miller, Donja Erdman, JJ Carmody, Steve Scharmann, Tammy Trovatten, Linda Nygaard, Robin Hill, Greg Peterson, and Bob Olson

Absent: Ron Wiens, Sheri Renney and Chris Hopkins (resigned)

**Call to Order**

Tina called the meeting to order at 9:00 a.m.

We called Dave Bauer at DA Davidson. Currently we have a \$25,000 CD maturing 12/31/09 and a \$8,000 CD maturing 5/11/09. We have \$20,117.46 in the Bank Insured Deposit Program. The current CD rates are 1 year 1.25%, 18 months 1.70%, 9 months .75%. The one year CD is a minimum of \$10,000.00. The Bank Insured Deposit Program is currently paying .3%.

Steve moved to do a CD for one year for \$10,000, Greg seconded, all voted unanimously

We went around the table and introduced everyone and their position in the Chapter.

Approval of February 20, 2009 minutes Deb Green moved, Joe Vachal seconded the minutes be approved, unanimously approved.

**Important Dates**

LTC - April 19-21 Fort Lauderdale, Florida - Steve, Donja, Don and Tammy attending  
April 30 - End of DCMS year and 4<sup>th</sup> quarter reporting

May 10 - 2009-10 DCMS Member Communication Reports and Online Program  
Planning Tool updates due

June 1 - Operating Budget due - Donja

- Chapter Balanced Score Card - Steve, Donja, Don and Tammy to complete at  
LTC

- Education Program Plan due - Donja

June 12 - Board Meeting and Mini LTC - Steve reported that Fairmont room rates were high \$110. Steve will pursue booking Fairmont. Steve is going to arrange a golf game on Thursday afternoon and dinner that night. The board meeting will be Friday.

Discussion was held on future conference dates and locations. We have the Crowne Plaza for October 2009, The Colonial in Helena 2010. Donja and Steve will work on booking future dates. Steve will book the Gran Tree for April 2011.

**Old Business**

Chair for 2009-2010 Committees

Newsletter/Publicity - Tammy Trovatten

Website Director - Joe Vachal  
Task Force & Current Issues - Sheri Renny/Linda Nygaard  
Nominating - Kim Lucke  
Bylaws - Kim Lucke  
Founders Points Contact - Bob Olson  
Audit Committee - Scott Thorn  
Membership - Greg Peterson/Robin Hill  
Sponsorship - Tina Montgomery  
Program - Donja Erdman

## **Committee Reports**

### Secretary/Treasurer Report –

Conference call with Dave Bauer at DA Davidson - see above

FY09-10 Operating Budget and Financial Statements - Donja reviewed the Balance Sheet, Profit and Loss and the Operating Budget. Don moved, Greg seconded to approve the financials and the operating budget with the change that the Other expenses be changed to \$310.00.

Policies - Record Retention, Whistleblower and Conflict of Interest - Joe moved, Deb seconded to accept these policies, all voted unanimously. All board members need to sign the conflict of interest policy with your current position and turn into Donja.

Bob reported that we are out of compliance with the record retention policy. Everyone who has the records needs to get them to Bob.

Program Committee – Steve reported we have 117 attendees including 45 vendors which is typical, we are about 10-15 short of normal. We have \$1,700 to collect from some who have registered. On Friday Senator Baucus responded to Tammy, Neleen is willing to give a presentation on the Reform Package via conference call and we would advance slides or Bob has a presentation he can also do on this topic. The consensus was to have Bob speak instead but to get their slides to see what they have planned. Steve asked for volunteers for speaker introductions.

Sponsorship Committee – JJ handed out her Sponsorship report. We have \$29,150 in sponsorships, \$27,950 collected and \$1,200 in accounts receivable. New sponsors are Outreach Services, CBB-CBM-CBO-CBU Collections, Corvel, InterWest Health, Moss Adams, HCFS and Recovery Resources. We have 25 sponsors at this conference. **We need to discuss in June about giving the Sponsors plaques.**

Membership Committee – Greg handed out the report. Since May 1 we had 207 and are now at 210. We have a 5% growth and retention is 93.5%. For the recap of the year we have 22 new members, 20 reinstated members, 33 dropped members and 1 transferred in. Greg handed out the member list.

Audit Committee – Scott is taking over this committee. Scott already has people

identified to due the Audit. It is due by August 1<sup>st</sup>.

Task Force Committee – Tina thought this committee should be very active. We are very appreciative to Linda for taking on that committee. Sheri is the current chair of this committee. Tina did contact Sheri about her commitment to the board. Bob offered to help on this committee. Deb Green will also help. Steve reported on the education hours we will be ok this year with the RAC calls, the Work Comp call and this conference. We have a Red Flag conference call scheduled for May 4<sup>th</sup>.

Nominating Committee – Don reported there is nothing to report.

Bylaws Committee – Bob reported they are on top of the bylaws and there is nothing to report.

Founders Points- Bob reported that at the end of this year the points will be updated and look at getting any awards.

Newsletter Committee – Don reported has the Newsletter ready to go. We have a lot of material in this issue. Don reported the Newsletter went really well this year. We have Joy putting it together for us which really helps the Chair. This issue is due by April 30<sup>th</sup>. Don passed out a list of those that have contributed to the Newsletter.

**Tina asked that all Chairs send their committee names to Steve.**

Website – Joe has the website up and running. Joe followed up on saving documents on a website with Wells Fargo. He found the only ones that have access to it are the only ones that have access to online banking. Discussion was held regarding what information would be stored on the site. If we go with Wells Fargo, one of the signers has to go to the Wells Fargo banking site to set that up (vSafe).

### **New Business**

Potential Education Webinar Opportunities - Steve thought since we are concerned with people attending conferences due to cost, he has a company Bridge Front Learning that is putting together specific courses for HFMA chapters for distance learning. **Steve will get more details and we can discuss further at the June meeting.** Bob reported that we already have webex capabilities with MHA and that there are opportunities for the CAH facilities under the Flex grant program.

Deb reported that she is going to MGMA conference next week and one of their speakers did a pre-conference webex a couple of weeks ago about the topic that might be something to look into.

Board Meeting Attendance Update - Our bylaws state a board member can only have 2 unexcused absences. Don mentioned that we do have others who are interested in serving on the board. Tina talked to Sheri and she assured that she would be here and participate. Steve contacted Sheri to find out if she would make it and she indicated she

would not make it. Greg apologized for missing the meeting he missed and explained his reasons. Tina indicated that Greg had always done his committee work. We do not have an alternate at this time. The President can appoint a replacement. Deb moved to remove Sheri Renney from the board. Steve seconded the motion, motion passed unanimously.

Passing of the Torch Time - This time was allotted to get together with outgoing/incoming Chairs.

Deb reported we had a long time member pass away - Mel Knudsen. Tina will mention at the business meeting. The board will sign and send a card.

The meeting was adjourned at 10:53 am, JJ moved to adjourn, Deb seconded, motion passed unanimously.