

## **February Board Meeting**

February 22, 2007

Conference Call

**Meeting was called to order by Bryce Pattison at 10:08 a.m. on February 22, 2007:**

Members present: Bryce Pattison, Anne Christiansen, Bob Bohm, Jim Frank, Tom Loff, Rita Blasius and Jeff Sandene.

1. **Minutes of the January Board Meeting – Secretary, Anne Christiansen:** Anne distributed via email the minutes from the January Board Meeting held by conference call on January 9, 2007. Motion by Tom Loff and seconded by Jeff Sandene to approve the Board Meeting minutes from January 9, 2007. Motion carried.
2. **Chapter Incorporation – Bryce Pattison:** Bryce gave an update on the chapter incorporation process. Phase 1: We have completed this phase. The new by-laws have been submitted to National HFMA and are waiting approval. Phase 2: HFMA National staff will complete the Articles of Incorporation. Phase 3: Incorporation documents to be completed and signed by Bryce, Tom, and Tina Horner and returned to National HFMA by April 1, 2007. Phase 4: Dissolution of the current chapter and transfer assets to new chapter by April 30, 2007.
3. **Officer Succession – Bryce Pattison:** The Board of Director with terms expiring are Bob Bohm and Renae Tisdall. Bob and Renae are very interested in pursuing the officer's track but not at this time. Bryce informed the Board that Stan Knobloch is interested in the Treasurer's position. Motion by Tom Loff and seconded by Rita Blasius to nominate Stan Knobloch as SDHFMA Treasurer for 2007/2008 Fiscal Year. Motion carried.
4. **Board Succession and On-Line Ballot – Bryce Pattison:** Bryce stated the election for the two expiring Board terms will be conducted using an on-line ballot developed by Mark Windsor, who maintains the SDHFMA website. Bryce asked the Board to let him know by February 28 of individuals who are interested in serving on the Board so the on-line ballot can be conducted the first week in March.
5. **March Spring Symposium – Bryce Pattison:** Bryce reported that there are some changes in schedule of events at the Spring Symposium to be held March 28-30, 2007. The Installation of Officers will be performed at the SDHFMA Business Meeting on Wednesday evening. The presentation of SDHFMA Volunteer Leader Awards will be done after lunch on Thursday. The "Past Presidents Reception honoring Dave Timpe" will be held on Thursday evening.
6. **April Planning Meeting – Tom Loff:** Tom has scheduled the SDHFMA Planning Meeting for April 5-6 at Cedar Shores in Chamberlain. National HFMA has changed the timing of the chapter's planning meeting to be held prior to the HFMA Leadership Training Conference.
7. **Summer Meeting – Anne Christiansen:** Anne has tentatively scheduled the Summer Meeting for Thursday, July 26, 2007 at Cedar Shores in Chamberlain. Anne will be contacting Cedar Shores to confirm the date.

8. **SDAHO 2007 Convention– Anne Christiansen:** The 2007 SDAHO Annual Convention is scheduled for September 19-21, 2007 in Sioux Falls. Anne reported that the first convention planning meeting was held in December and the second meeting is scheduled for next Tuesday. We will have a better idea of the speakers that SDAHO has lined up and can then determine how many slots we will need to fill.
9. **Other:**
  - a. **Patrick Finn Achievement Award - Bryce Pattison:** Bryce reported that we have two nominations for the Patrick Finn Achievement Award. The individual selected for the award will be announced at the Spring Symposium.
  - b. **Committee Chairs – Tom Loff:** Tom reported that according to the new by-laws, it is the responsibility of the Board of Directors to select the Committee Chairs. Tom recommends that the Board of Directors designate the President-Elect as the lead person in selecting the Committee Chairs. Motion by Bob Bohm and seconded by Jeff Sandene for the SDHFMA Board of Directors to designate the President-Elect to select and provide a listing of the Committee Chairs to the Board of Directors. Motion carried.
  - c. **Nominating Committee – Bryce Pattison:** Bryce commented that in the past the Nominating Committee has not been recognized as a formal committee. The committee is comprised of the three immediate past Chapter Presidents. The committee’s duties are the nominations for succession of Officers and Directors. It was agreed to defer further discussion to the April Planning Meeting.

**Adjournment:** The meeting adjourned at 10:28 a.m.

Anne M. Christiansen, SDHFMA Secretary