

January Board Meeting

January 9, 2007

Conference Call

Meeting was called to order by Bryce Pattison at 10:18 a.m. on January 9, 2007:

Members present: Bryce Pattison, Anne Christiansen, JJ Linn, Renae Tisdall, Bob Bohm, Ken Trammel, Jim Frank, Mike Miller, Tina Horner, Rita Blasius and Tom Loff.

1. **Minutes of the October Business Meeting – Secretary, Anne Christiansen.** Anne distributed via email the minutes from the October Business Meeting held on 10/26/06 in Rapid City, SD. Motion by Renae Tisdall and seconded by Tina Horner to approve the minutes from the October Business Meeting. Motion carried.
2. **Treasurer Report – Treasurer, Mark Thompson.** Bryce briefly reviewed the November, 2006 financial statements. Bryce commented that \$1,800 was budgeted for the membership directory, and the actual cost of the sized-down directory was \$101. It was noted that the sponsorship revenue was not in the budget column. It was recommended that the Total Budget column on the income statement tie out to the budget approved by the Board. Bryce asked JJ Linn to follow-up with Mark Thompson. Motion by JJ Linn and seconded by Renae Tisdall to approve the November 2006 financial statements. Motion carried.
3. **Committee Reports**
 - a. **Newsletter – Allison Bolger.** Mike Miller reported for Allison. The December newsletter was made available on 12/31/06. The committee is working on the newsletters for February (02/28/07) and April (04/30/07). Mike strongly encouraged members close to reaching the next Founders level to write an article for the newsletter.
 - b. **Membership – Renae Tisdall.** Renae reported that we have 136 members as of 12/31/2006. We began with 137 members on 06/01/2006. Three members were added in December. Our goal is 140 members.
 - c. **Program – Julie Norton.** Anne Christiansen reported for Julie.
 - i. The brochure for the Winter meeting on February 1, 2007 in Chamberlain have been mailed. Diane Atchinson is the primary speaker for the long term care track. Eric Shell, Stroudwater Associates, is the speaker for the Critical Access Hospitals track which is being co-sponsored with SDAHO.
 - ii. The Spring Symposium is scheduled for March 28-30, 2007 in Sioux Falls at the Ramkota. The committee is in the process of developing the agenda. The symposium will be co-sponsored with ACHE.
 - d. **Networking – Tina Horner.** Tina reported on the networking event for the Winter meeting on Wednesday, January 31, 2007 from 7:00-9:00 p.m. The event will include six tables of various games. A light supper/appetizers and drink tickets will be provided. The networking events for the Spring Symposium is in the preliminary phase to include a fun networking event, sponsorship vendor fair and a recognition night for Dave Timpe.
 - e. **Sponsorship – JJ Linn.** JJ reported that letters were mailed to our current sponsors on December 20, 2006. JJ has been working with Tina to recognize the Platinum sponsors on the website home page. The website addresses for the Platinum and Gold sponsors have been added to the website. JJ thanked Allison

Bolger and the Newsletter Committee for the sponsor recognition in the newsletters.

- f. **Website – Tina Horner.** Tina reported on the changes made to the website for the sponsors. Pictures of the Officers and Board Members have been updated. Committee chairman and co-chairman pictures have also been added to the Committee page. Tina has been working with Mark Windsor on an on-line photo album. The newsletters and meeting minutes have been updated on the website. The program page has the on-line registration for the Winter Meeting to be held on February 1, 2007.

Business to Discuss:

- a. **Chapter Incorporation – Bryce Pattison.** Bryce explained the four phase process for the chapter incorporation.
- **Phase 1:** The adoption resolution has been emailed to members for approval, and the response has been great. The By-Laws Committee (Ken Trammel, Jim Tomlinson and Tina Horner) met a couple weeks ago to revise the by-laws. Bryce commented that the changes are minimal. The changes in the by-laws need to be approved by Bryce, Tom and one board member (Tina Horner). The adoption resolution and by-laws have to be submitted to HFMA National by January 31, 2007.
 - **Phase 2:** HFMA National staff will complete the Articles of Incorporation.
 - **Phase 3:** Post incorporation filing needs to be completed by April 1, 2007.
 - **Phase 4:** Dissolution of the current chapter and transfer assets to new chapter by April 30, 2007.
- b. **Dave Timpe Event during Spring Symposium – Bryce Pattison.** Dave Timpe will be retiring on April 30, 2007. A recognition event is being planned for the evening of Thursday, March 29. We would like to invite the Past Presidents to honor Dave and have a night of reminiscing and networking. The attire for the evening will be semi-formal.
- c. **DCMS Changes for 2007 – Tom Loff and Bryce Pattison.** The primary mechanics to track the chapter's activities will be changing. 2007 will be the transition year. Tom will operate under the new balanced scorecard. Some of the key indicators will be: (1) Percentage of financial executives that are members to total in the market, (2) Registered hours per member, and (3) Days cash on hand – chapters will be penalized if less than 150 days and greater than 600 days. Bryce explained that the maximum points a chapter can achieve is 100 points, and we currently would achieve 70 points. A minimum of 40 points need to be achieved to qualify for national awards.
- d. **Succession Preparation – Tom Loff.** Bryce stated that with the changes in the incorporation and DCMS, the succession planning will need to be accelerated for the coming year. Tom explained that National has moved up the timelines for succession preparation. The election for Treasurer and Board of Directors will need to be held prior to the Spring Symposium and probably through the use of on-line ballot. Tom stated that an email will be sent out to the membership identifying the nomination and election timelines. The Board of Director terms for Bob Bohm and Renae Tisdall

will expire on 05/31/07. Under the new by-laws, a director can serve no more than two consecutive terms.

- e. Planning Meeting for 2007 – Tom Loff:** Tom reported that the Planning Meeting will need to be held in early April at Chamberlain. Bryce commented that with the changes at HFMA National, the Board of Directors will be responsible for filling the committee chair positions.
- f. Other Business:**
- Bryce will be ordering the Core and Finance Specific study guides for the certification at a cost of \$325 and \$295, respectively.
 - Bryce reported that we received three nominations for the Patrick Finn Achievement Award, but only one was a qualified nomination.
 - Mike Miller reported that a meeting with Noridian has been set up at Avera McKennan for Friday, January 12, 2007.
 - Bryce reported that that a Community Benefit Forum has been scheduled for February 14, 2007 in Council Bluffs, Iowa. Deb Fischer Clemens from McKennan has been asked to be part of the panel. A save the date email will be going out.

Adjournment: The meeting adjourned at 11:00 a.m.

Anne M. Christiansen, SDHFMA Secretary