**Board Meeting**

**April 6, 2018**

**8:30am - 10:00am**

**Conference Call**

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| * Tim Slocum(present) * Mary Germann (not present) * Callie Andrews (present) * Bryant Cornett (present) * Jay Dennard (not present) * Karen Manno (present) * John Henson, MD (present) * Craig Honaman (present) * Matt Jernigan (not present) | * Karen Manno (present) * Ty Bozkurt (present) * Marlene Sidon(present) * Larry Tyler (present) * Bobby Ryan (present) * Lynn Scroggins (present) * Doug Gregory (present) * Sepi Browning (present) * Sonja McLendon(present) |

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| **Agenda Items** | **Time** | **Responsible Party** |
| Welcome & Roll Call | 8:30am | Tim Slocum |
| Approval of Minutes first approval of minutes, Bryant Cornett, second Dr. John Henson | 8:33am | Marlene Sidon |
| **Treasurer’s Report**   * Our balance sheet is in a good position. We received our ACHE payment. We have over 65 k in our account. * Tim has a few documents to sign to complete our goal of transferring funds to a new account and leave a small amount in the SunTrust account. We will give our bookkeeper read only access   In the new account and full access in the old account.   * Finance committee. We have been unable to connect with potential committee members. Delay with ACHE accounting for March 30. Requested 60 more days. Will update on the response. Bryant provided an update that our request for extension was accepted. * We have credit cards in place for Tim and Bryant. * We purchased the audits for the accounting firm to start in May or June.   **Action:** Mary suggested we contact Terra, Tim and Matt will call her after the meeting. | 8:35am | Bryant Cornett |
| Regent’s Report  No report at this time. | 8:40am | Jay Dennard |
| **Administrator’s Report**   * Karen will defer to the communications committee. Registration open for the next few events. All of the governance documents are on the website including the bylaws. The page is called Board Resources under the membership site. Tim mentioned org. chart and roster. We do not have a protected site.   **Action:** we will add the org chart but not the roster  Leadership page is updated with the change of Regents.  **Action:** Will need to add Doug and Sonja to the page as well. Lynne, we need a head shot. | 8:45am | Karen Manno |
| **Presidents Update / Announcements**   * Update from ACHE   Congress was good. Unfortunately a partisan speaker at opening. Education sessions were good. McEachern lecture was outstanding. Governance lecture by Larry was great. Georgia was well presented and with awards and comments. New joint commission video, high performing teams could verbalize that it could be a reality to achieve no harm. Callie will send the video.   * Sponsorship Request from GONL   Tony Gazi, opportunity to extend our membership. Georgia organization of Nurse Leaders. Sept 26 or 28. $2000.00 bronze sponsorship. Mary suggests that we collaborate with them as an educational program and share an event. Suggest a joint session. Doug would like to partner. We would like to be involved as a speaker. We need to find out what their theme is this year. Women in leadership panel presentation. We could pull off even as Board members.  **Action:** Lynne will reach out to GONL to start the discussion.   * Next On-Site Board Meeting is Friday May 4 in Macon. | 8:50am | Tim Slocum |
| Committee and Sub-Committee Reports: |  |  |
| **Programs Committee**, incl. Regional and Joint Programs   * Monthly programs are going well. May submission underway. Biggest hurdle is on the teleconferencing and local committees. One quote was 4,500 to broadcast, not receive. Sepi has some ideas to help. Tim suggests the cost would be the same as in Atlanta. We need to do this a few times before we understand what the cost is.   Suggest that we may target the end of the summer. Will research whom we used for the Savannah sites. Executives to let us use the sites, equip and resources. Health System would sponsor it. A consistent location in Atlanta will help with neutrality and technology. Ty suggests a ROAM location and good access. Set up with technology. Locations in different sites.  **Senior Executive programs**-   * Larry reports that we do not have any of the officers of ACHE scheduled to come to ATL. Larry will send some dates. Jay and Mary discussed. Whether Chuck Stokes is arranged for July. Chuck said he is scheduled in Feb. Heather is scheduled in Nov. for a Sr. Exec. Meeting.   **Action:** We need to confirm the date.  How does SR Exec interface with programs? Need to ensure that we coordinate all dates and programs. Seek 2 or 3 sessions. Heather Rohan, dinner the night before and speaker in Nov will determine if she will present at lunch.  Larry will see if Chuck can attend a July 17 meeting. | 9:00am | Doug Gregory / Lynne Scroggins |
| **Senior Executive Committee**   * Chuck, Nimfa Saunders, and Heather are the key Sr. Execs scheduled. We need venues for all three execs. Sr. Luncheons Jeff Meyers, May 18, Chris Gorman for Nov. Trent in July, Larry Sanders Nov. * Karen cautions that we may have too many programs in July. Suggest August is more available.   **Action**: Will continue discussion offline | 9:10am | Mary Germann |
| **Growth & Satisfaction Committee**   * Major efforts last month were to finish the higher education event on March 23. There was Solid attendance. 22 students. 6 panelists. 3-hour program on career development and advancement. It was a good program. We have a goal to reconvene the military task force.   Half-day career day in the Atlanta or Augusta areas.  **Action:** Will call Karen next week with email follow up on members who have had a membership lapse | 9:20am | Ty Bozkurt |
| Fellow Advancement Committee- see Matts report. | 9:25am | Matt Jernigan |
| **Career Development Committee**   * The Mentorship arm has a robust program. 52 mentors/mentees. Feedback has been good. Notes have been sent to all missing contracts. A wrap up event is scheduled for June to celebrate the programs. A survey is planned and a program relaunch in the fall. We may want to continue the same cohort for another cycle.   **Action:** We will have a request for funding in June. | 9:30am | Sonja McLendon |
| Sponsorship Committee | 9:35am | Bobby Ryan |
| Physician Executive Committee  An Advancement to Fellow Call was held. There were 7 on the call. It was a good discussion, Karen joined the call. 1 MD advanced to Fellow. Beginning to plan a join event with SR. Execs. Jay and John have a call and will send to appropriate committee. GA Hospital CMO call. We plan to use the Exec MD list for key contacts. | 9:40am | Dr. John Henson |
| Communications Committee  Focus on operations and maintenance of the site. Googly analytics is now active. We need to review reports and metrics to follow month to month. We would like to be more goal focused. More to come. Newsletter is planned to be released every 2 months with key topics highlighted. Last was march finance, may, July membership, sept physician, Nov. Deadline is the 20th of the month for release deadlines. Coordinate topics with the timeline. The goal is to keep the newsletter short with links to the website. Another goal is to drive readers to our website. Also posting the newsletter on LinkedIn. We also need to meet ACHE date criteria. Social media stats are increasing. Announcements at events and on tables. | 9:45am | Sepi Browning |
| Outstanding / Other Business   * Investigation of a Foundation / Fund   Found a state chapter in Southeast Texas, Houston. The fee is $5,000 for an attorney to start the foundation and legal details. There are tax advantages to have all revenue through the foundation. Texas has an annual event for sponsorship. 6 hospitals donate 15 k per year. Multi hospitals. ACHE rebate does not go through the foundations. All expenses are deductible. 30 K spent in scholarships. Run by a separate board of 5 individuals. Chapter board is mainly sr. execs from hosp. Overall, they have more cash flow than we have. There is benefit for donations and different missions such as scholarships. 3- Day annual event that grosses 100K per year.  Action: Recommend that we have a small working group to make a recommendation. Bryant Cornett suggested that Finance could start to consider this in the Fall. | 9:50am | Group  Dr. John Henson  Marlene Sidon |
| Topics for Next Meeting(s)   * Task Force Evaluating two year officer terms deferred to May | 10:00am | Group |
| Conclusion & Adjournment | 10:04am | Tim Slocum |

Next Board Meetings:

* Friday, May 4th, 2018 Macon