**Board Meeting**

**September 7, 2018**

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

**Conference Call**

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| * Tim Slocum(present)
* Mary Germann ( present)
* Callie Andrews (present)
* Bryant Cornett (present)
* Jay Dennard (present)
* Karen Manno (present)
* John Henson, MD (present)
* Craig Honaman (present)
* Matt Jernigan ( present)
 | * Ty Bozkurt ( present)
* Marlene Sidon(present)
* Larry Tyler (present)
* Bobby Ryan (present)
* Lynn Scroggins ( Not present)
* Doug Gregory (present)
* Sepi Browning (present)
* Sonja McClendon(present)
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| **Agenda Items** | **Time** | **Responsible Party** |
| Welcome & Roll Call  | 8:30am | Tim Slocum |
| **Approval of Minutes**Follow up to August Minutes from Craig, Bylaws have not been updated since last review in 2012, Tim to appoint a group to review. First Motion to approve- Mary Second Motion to approve-Matt | 8:33am | Marlene Sidon |
| **Treasurer’s Report**Audit is complete, will present the report at our face-to-face meeting. Some recommendations on our cash handling process. Systems are working ok. Recommend that the nominating committee look for the next treasure to have strong excel skills. Finance committee meets in the next 60 days to submit a budget for 2019. P&L by event is complicated. We need to determine is we should continue this documentation. Larry recommended that we use Accrual based accounting vs. Cash and that a balance sheet is needed. Larry offered to meet with the accounting firm with Bryant. Ty will send a form to give pre and post budget information.  | 8:35am | Bryant Cornett |
| **Regent’s Report** Highlights of the Regents report.Dues increase for the first time in 15 years. If you have a change of Fellow, this is convocation year. Recommend that anyone attend conference and walk. Great experience. Bryant stated that this is not something communicated and should be explained in the BOG prep. Also, add to newsletters.**Action**: Matt will send an email to all who obtained Fellow and will copy Jay and Tim. Jay also said we need to also promote the scholarship more. RAC call last week, working to have diversity in geography. Meeting with Callie, Carrie to talk about how to collaborate with ACHE to advance some initiatives. Looking forward to the Leaders Conference to discuss further.  | 8:40am | Jay Dennard |
| **Administrator’s Report**Six events this month. A busy month. Karen shared current registrations. CEO lunch 7, Senior Exec 21, BOG in Macon only 2, may be canceled. Sept meeting 37, Friday military to civilian 9, volunteer med share 15. Aug meeting minutes to the website are added to the website.  | 8:45am | Karen Manno |
| **Presidents Update / Announcements** * Update from ACHE – Presidents call this week. Our chapter is in a good spot. Lots of interest in our Military event. Only other thing we are not doing is Galas for fundraisers. Other common occurrence is phishing email. This is happening nationwide. They are cutting and pasting our address. Some chapters have removed contact info from their web pages.
* Chapter Dashboard- sent to all. Concern is about the number of events. Only showing 10 events. Appears that some events have not been loaded**.**
* **Action**- Karen and Doug to ensure these are loaded. Karen states that everything was added yesterday. As of today is current. Doug suggest an email tied to the positions such as president@GAHE. Karen said she could create at GAHE.org and forward to our work or personal email. Each committee chair would have an email address. Karen said she could also explore contact forms. Can also make them not live links. Need to edit to construct the email.

**Action**:, Tim will assess and get back to the group with a recommendation. * Award of chapter excellence still has opportunity to meet goal. Joint events with HIMMS, process improvement. Should contribute.
* Newsletter will go out next week.
* Chapter Member Needs Survey

We rose from 17 to 18, Up from last year and above the mean of all chapters. Not clear if this is eligible for a Chapter Award. Location is a key driver to attendance. More people responded about location this year. Need to continue to be mindful of this goal. Dr. Henson questions if we should do half of our meetings at night. Doug said we have less attendance in the evening. We have a trial of teleconference in September to LPC. Let us see how this affects this issue.* Chapter Leaders Conference- September
 | 8:50am | Tim Slocum |
| **Committee and Sub-Committee Reports:**  |  |  |
| **Programs Committee**, incl. Regional and Joint ProgramsMini cluster in Macon is progressing. Communication plan underway. September is all set. Custom template approved by ACHE re Ambulatory Care. Brainstormed topics for next year. Will send out to the Board via email and request input on suggested programs. Larry spoke to Joe Swedish and will get dates next week. Spoke to Karl Amato’s assistant. | 9:00am | Doug Gregory / Lynne Scroggins |
| **Senior Executive Committee** – Chuck Stokes good attendance. Surveys went out. Next Heather Rohan. Push to fill up. Mary discussed all of the luncheons in Sept and October. Mary is looking for someone to help coordinate the Oct 5 Columbus location with Scott Hill. Larry volunteered. Fellow event tabled. 2019 CEOs targeted. Looking for a MD CEO speaker. Suggest Johnathan Lewin at Emory? | 9:10am | Mary Germann |
| **Growth & Satisfaction Committee** Great speaker line up. 9 members short of membership goal. Good effort with the calls.  | 9:20am | Ty Bozkurt |
| **Fellow Advancement Committee**Only 2 attendees registered so far. Planned to make calls to people in the Macon area but it may be short notice. Discussion about the potential to have a WebEx. Mary said that our tutorial has a good reputation and would not want to diminish if this does not go well with a WebEx format. Concern for the speakers. Suggest we give the 2 registrants a refund and give the prior year recordings and presentations. Will need to determine how we can share the files. Will also need to have password access. Matt asked if we have this capability. Karen said she will need to explore and the videos would need to be hosted offsite. **Action**:\_ Matt will follow up with Karen and will contact the two attendees. Decision to cancel and Karen will take down the registration. We currently have 13 of 15 Fellow goals.  | 9:25am | Matt Jernigan |
| **Career Development Committee**  | 9:30am | Sonja McLendon |
| **Sponsorship Committee** Flyers go out next week with an email campaign. Sponsor emails will go to Karen. Doug got a sponsor this week. Karen asked to obtain the new levels.  | 9:35am | Bobby Ryan |
| **Physician Executive Committee** Showing at state chapters as leader, Dr. Henson has a session, article in HC executive. Lily Henson, MD sent request to all MDs in GAHE regarding committees and two people expressed interest. Mary asked if John would send email out to MDs to attend the CEO event with Heather Rohan.  | 9:40am | Dr. John Henson |
| **Communications Committee** Key objective of playbook. Have a proposed foundation. Creating articles for HC executive magazine. Spotlight on PEG, Oct 20 deadline for new articles. Social media is growing. Website hits, over 2800 visits.  | 9:45am | Sepi Browning |
| **Nominating Committee-** have had a couple of meetings and hope to publish names in the next few weeks. Still in development. We have many qualified people who want to be engaged.  | 9:50am | Callie Andrews |
| Outstanding / Other Business | 9:55am | Group |
| Topics for Next Meeting(s) | 10:00am | Group |
| Conclusion & Adjournment  | 10:00am | Tim Slocum |

Next Board Meetings:

* October 5, 2018, 8:30am