

# August 2017 CAHL Board Meeting Minutes

Topic	Status	Notes/Discussion
<p>Welcome, Roll Call and Approval of Minutes</p> <p>Laura Hill Temmerman</p>	<p>Laura called the meeting to order at 4:31pm</p> <p>Confirm attendance and approve July meeting minutes. Review July action items.</p>	<p>Laura, Toby, David, Melanie, Katie, Mike, Kim, Joe DeLuca, Ehren Hawkins, Eric Johnson, Patrick Ramirez, Baljeet, Erick Berry, Ruth, Andrew, Ryan, Jennifer, Rachel, Mohit, Joleen, Tamara</p> <p><b>BOARD MOTION:</b> Motion to approve the July minutes motion by David A., 2<sup>nd</sup> by Mike B. All in favor, minutes approved. No one opposed.</p> <p>Updates to the July minutes: Action item Toby (request to submit names) Add notes from Darrielle (career development)</p>
<p>Board Recognition</p> <p>All</p>	<p>Round robin highlighting board &amp; chapter accomplishments</p>	<p>Thank you to Mike and Nora for July 29<sup>th</sup> BOG prep session. Also to Darrielle for support. Bonnie is returning from maternity leave – welcome back. Thank you to Ronnie for filling in for Bonnie while on maternity leave.</p> <p>One Stop Medex sponsor – thank you to David for helping bring that sponsor in. And thank you to Kim and Tamara for helping with that.</p> <p>Thank everyone who helped out at the Annual Meeting. A lot of work behind the scenes – thank you Toby for all your hard work.</p> <p>Thanks to Kieran for bringing the awards – took 4 hours to drive to the event.</p> <p>David thanked Laura for her leadership and for the Annual meeting – very successful.</p> <p><b>ACTION ITEM:</b> Laura to email the board the link to the ACHE video that was shown at the Annual Awards event.</p>

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<p>Data Review</p> <p>Laura/Mohit</p>	<p>Review current data report</p>	<p>Corporate performance objectives discussed – 19 Fellows currently 4.5 Face-to Face credits towards 7 credits target Chapter of Excellence indicators – we are now exceeding our own CAHL targets. 250 current Fellows</p>
<p>Requested Committee Discussions</p> <p>Katie</p>	<p>CAHL Volunteer Onboarding Slides</p>	<p>Draft slide deck which gives an overview of each committee. Request to the board to please review the content for your committee and provide any revisions. What roles are available and what time commitment is required for each role – goal is to include this information and well as open volunteer roles and the time commitment.</p> <p>If you have standing committee meetings, please provide this information as well. Provide all info by August 25<sup>th</sup>.</p>
<p>Executive Board Report</p> <p>Executive Board</p>	<p>Financial review by exception, announcements, upcoming items for further review</p> <ul style="list-style-type: none"> <li>• Call for Board Nominations</li> <li>• Executive Board Slate</li> </ul>	<p>Toby had sent out an email requesting nominations for 2018 slate. Exec slate for 2018 is attached – proposed slate Andrew- President-Elect Melanie – Secretary Treasure – Ehren Hawkins</p> <p>Email will be sent out for board to approve.</p> <p><b>CALL TO ACTION:</b> Deadline to submit board nominees is August 25<sup>th</sup>. Please communicate to Toby nominees.</p>

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<p>Submission of Details for Event Flyers</p> <p>Tamara</p>	<p>Standardize process for submitting event detail to Tamara for flyer development</p>	<p>Tamara provided an update on the process for submitting a request to have an event flyer created.</p> <p>All committees who are planning events need to use the Planning &amp; Information Form and submit this form to Tamara.</p> <p>There should only be one point person per committee communicating to Tamara on programming items.</p> <p>Please use a JPEG file when sending photos for the event and attach them in a separate email</p>
<p>Regent's Report</p> <p>Erick Berry</p>	<p>Updates from national and Regent announcements</p>	<p>ACHE fellow application deadline to walk is Oct 31<sup>st</sup> – fulfill requirement by 12/21.</p> <p>Share the value of membership before the costs go up.</p> <p>ACHE has been upgrading their membership section on their website. Reach out to member services if you have any problems.</p> <p>September Chapter Leaders conference September 18-19.</p>
<p>Committee Report out</p> <p>Melanie/Kim</p>	<p>LPCs &amp; Sponsorship</p>	<p>Kim reported on sponsorships – added new members to the team. 20k goal</p> <p>Major goal to re-establish the committee and have more face-to-face with potential sponsors.</p> <p>Melanie – LPC report. Fall and winter will be busy with F2F events, Fall HFMA event, working with Ruth and Ryan for a Sac Military f2f event and networking events. Diversity is working towards a program in the fall.</p> <p>Working with Exec team – an on location program – two day program with 12 f2f credits. Approved funds to allocate towards this program. Considering early March, 2018. Offered at a nominal fee (\$200-\$250). There will be a cap of 40 maximum attendees set by ACHE.</p>

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<p>Treasurer's Report  Ehren Hawkins</p>		<p>July bank accounts are at 55k checking 75k in money market account. Just shy of 131k in both accounts. Revenue \$1, 354 for July Spent \$3,491 (\$612 = admin services)</p> <p>Year to date vs actual budget – \$11,600 total operating expenses (\$700 off of where we should be).</p> <p>Ehren reviewed the timeline for 2018 budget approval.</p>
<p>Meeting Adjourned</p>	<p>Meeting was adjourned at 5:20pm</p>	<p>Andrew asked if board was interested in fantasy football – fun distraction.</p>