

June 2017 CAHL Board Meeting Minutes

Topic	Status	Notes/Discussion
<p>Welcome, Roll Call and Approval of Minutes</p> <p>Toby Marsh</p>	<p>Toby called the meeting to order at 4:30pm</p> <p>Confirm attendance and approve April meeting minutes. Review April action items.</p>	<p>David A., Erick B., Michael B., Joe D., Ehren H., Eric J., Matt J., Jason L., Joleen L., Toby M., Ryan P., Andrew P., Os R., Kieran S., Rachel W., Jennifer C.,</p> <p>BOARD MOTION: Motion to approve the April minutes by Joe, Mike 2nd. All in favor, minutes approved. No one opposed.</p>
<p>Board Recognition</p> <p>All</p>		<p>Toby recognized Kim Brown Sims for her new role at Queen of the Valley Medical Center.</p>
<p>Communications Update</p> <p>Eric Johnson</p>	<p>Starchapter, newsletter</p>	<p>Eric updated the Board on the StarChapter survey results. 10 members completed the survey. The survey results are being compiled. Erick mentioned that it seems like StarChapter can do everything that was highlighted in the survey responses. Erick and the Communications team will continue to look at other options including StarChapter.</p> <p>Eric introduced the board to new committee members who are overseeing the newsletter: Lashini Sam & Christina Slee. Padma stepped down from overseeing the newsletter.</p> <p>Eric recommended that board members review the video resource page on the CAHL website http://ache-cahl.org/video.php</p> <p>Eric requested from the board the need for nominations for the Member Spotlight. Only 2 nominations so far and the committee would like to do these monthly</p>

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<p>Board Meeting Reconfiguration</p> <p>Toby/Erick</p>	<p>Review new templates that will help make board calls more effective</p>	<p>Toby and Erick reviewed the new board templates mentioning that the new board format will begin in July and the board will use the next six months to monitor the new format. Will discuss new format at the Strategic Retreat.</p> <p>Purpose of the new format is to ensure we are compliant with our governance requirements, keep us focused and maintain key milestones.</p> <p>The Communications and CDTC committees will report out first at the July Board Meeting.</p> <p>There are three ways for committees to report out to the board:</p> <ol style="list-style-type: none"> 1. Use of the formal report out template during the committee’s board rotation schedule 2. Use of the board proposal template for any board requests needed in between the committee’s rotation schedule 3. Brief updates as needed <p>The intent of the board proposal requests and report out templates is to submit forms to the Secretary two weeks prior to the month’s board meeting.</p> <p>The new forms will assist in record keeping with the goal to help manage content, activity and provide more structure to the board meetings.</p> <p>ACTION ITEM: Andrew to add Board Meeting Templates Review to the agenda for the Strategic Retreat session for discussion.</p> <p>ACTION ITEM: Committee chairs to review the rotation schedule and communicate to Andrew whether a change is needed in the rotation schedule.</p>
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June Data Report Toby	Review June data report	Toby reviewed the June data report with no action items noted.
Treasurer's Report Ehren	Financial and Auditing Update	Ehren reported that YTD the chapter is ahead of budget by \$5k. Ehren provided an update on the audit report that was completed by Nick Cline and Ronnie Yamanaka. Both Nick and Ronnie are CPAs with auditing experience. The Auditing Committee made the recommendation to look at the event comped process. Only two volunteers are allowed comped attendance into CAHL events and currently there is not a clear process to ensure this is occurring.
Regent's Report Erick	Updates from Erick	Erick highlighted that the Regent-at-Large position is open with those interested needing to apply by the July 14 deadline. The position oversees diversity over the Western US states. National awards are in progress as well as the Regent's Awards. Erick has received several nominees. The question was posed whether ACHE has a formal stance on the health reform proposals. ACHE is not a political organization and stays neutral.
President Elect's Report Toby	Open Board positions	Toby made the request to the board if members are interested in different board positions to reach out to him. Award nominations are due to Kieran by July 15 th .
Meeting Adjourned	Meeting was adjourned at 5:23pm	