



*Board of Directors Meeting Minutes*

*January 10, 2014 at 3:15 p.m.*

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**Location:** Teleconference

**Members Present:** Molly Willenbring, Cynthia Lermond, Kelly Ross, Kevin Rice, Jane Lovelle, and Sam Knudsen

**Members Absent:** Munir Sewani

**Opening:** A meeting of the FMHAC Board of Directors was called to order at 3:24 p.m. on January 10, 2014 by Cynthia Lermond

**A. Approval of Agenda**

The agenda was sent to the members via email prior to the meeting. The Board approved the agenda.

**B. Approval of Minutes**

The Board reviewed the minutes for the Board of Directors Meeting dated December 13, 2013. Jane motioned to approve the minutes and Kelly seconded the motion. The Board approved the minutes.

### C. Open Issues

<i>Agenda Item and Discussion</i>	<i>Action/Outcome</i>	<i>Follow-up</i>
<p><i>Conference Update</i></p> <ul style="list-style-type: none"> <li>○ Jane and Molly provided an update on the Planning Committee’s efforts to finalize presenters for the conference.</li> <li>○ Molly reported that outside of 2 presentations, she has all of the necessary information to proceed with announcements at this point.</li> <li>○ Molly reported that she is finalizing the conference announcement and planning on sending it out early next week.</li> <li>○ Molly provided a registration update and encouraged the Board to reach out to colleagues to encourage attendance at the conference.</li> <li>○ Molly encouraged the Board to reach out to students and colleagues regarding poster presentations and student scholarships.</li> </ul>		<p>Jane and Molly will continue to follow-up with presenters to finalize arrangements.</p> <p>At the Planning Committee meeting, Jane and Molly will also address plans for marketing.</p> <p>Molly will send out the conference announcement next week.</p>
<p><i>Education and CEU Application Update, including Distance Learning</i></p> <ul style="list-style-type: none"> <li>○ Molly reported that the 2014 Conference has been approved for CME’s, pending suggested revisions. The revisions are currently being made and will be submitted.</li> <li>○ Molly reported that all other CEU applications are in process (i.e. MCLE, POST).</li> <li>○ Kelly discussed her research into distance learning, which indicates that we likely could do BBS and MCLE distance learning for the upcoming conference. She is looking into applications for other boards, including BRN and MCEP. Molly reported that she learned POST does not approve distance learning.</li> <li>○ Molly has requested a quote from the Hyatt to have a presentation(s) videotaped.</li> </ul>		<p>Molly will oversee the completion of the CME revisions and re-submit the application for final approval.</p> <p>Molly will continue to oversee the application submissions for all other CEUs.</p> <p>Kelly and Molly will</p>

<ul style="list-style-type: none"> <li>○ Sam suggested partnering with CPDA regarding videotaping presentations.</li> <li>○ There was discussion about which presentation to videotape, with much of the Board suggesting that Allan Schore might be the most suitable presenter.</li> </ul>		<p>continue to look into the feasibility and practicality of distance learning applications.</p> <p>Sam will look into partnering with CPDA regarding videotaping and follow up with Molly.</p>
<p><i>Award Nominations</i></p> <ul style="list-style-type: none"> <li>○ Molly noted that the deadline for submission of award nominations is February 15, 2014.</li> <li>○ Molly encouraged the Board to reach out to members to incur nominations.</li> </ul>		<p>Following the deadline, the Board will review all nominations submitted.</p>
<p><i>Open Positions on the Board of Directors</i></p> <ul style="list-style-type: none"> <li>○ Molly shared that the Director of Education, Director of Conference, and Secretary positions are open for the upcoming election.</li> <li>○ Molly encouraged the Board members to consider continuing in their positions.</li> <li>○ Kelly stated that she will not be running for re-election in March 2014.</li> </ul>		<p>Kelly will talk with Molly and Munir regarding her transitioning out of the position.</p> <p>Those Board members who are up for re-election will reach out to Munir regarding their plans for continuing on the Board.</p>

#### D. Next Meeting

The next Board of Directors meeting is scheduled for February 21, 2014 at 3:15 p.m.

**E. Adjournment**

The meeting was adjourned by Cynthia Lermond at 4:03 p.m.

*Minutes submitted by Cynthia Lermond on January 10, 2014.*