



Board Meeting Minutes (Billings, MT)
9/20/12

- **In Attendance:** Dave Nixdorf, Ben Power, Rita Spear, James Cox, Charie Faught, Tom Hering, Marcy Johnson, Randy Hagerman, Deb Anderson, Marcie Reddinger, Damien Brockel
- **In Attendance via teleconference:** Toni Wood, Candy Deruchia
- **Previous Meeting Minutes were approved**
- **Standing Agenda Items and Chair Reports:**
 - Governance – Dave, Charie
 - New Agenda Format was approved.
 - Board Membership (Student Liaison, Advocacy Chair)
 - Randy Hagerman was appointed as our student liaison.
 - Marcie and Dave need to finish the advocacy job description. James and Candy both have contacts who may be interested in this position. Deb also has someone who may be interested in Wyoming.
 - Future Board Meeting Locations
 - We will start work as committees when a project arises or as the board sees fit (example: Spring Conference Committee). The committees will meet as necessary and we will hold quarterly board meetings. Committees will report to Dave and Charie on a monthly basis. These committees will be based off the chairs. These will be face-to-face meetings with a video conference line.
 - Options for meeting locations include Great Falls, Billings, Butte, Sheridan, Cody, and Powell.
 - Next full board meeting will be held December 7th at Benefis in Great Falls.
 - Webex Connection
 - Dave and James contacted HIMSS national to see if they had any options for chapters that would like to offer this service. They do not. James is going to test a couple of other options. He will report back to the board on this at the next meeting.
 - Goals
 - Implement Chapter Standards and Operating Guideline document
 - Establish measurable updates of annual and strategic goals at regular board meetings
 - Establish rules and membership for designated committees
 - Educate HIMSS members on current board activities and opportunities for board membership
 - Financial – John - Absent
 - Goals
 - Increase chapter solvency and services to members
 - Membership – Deb and Kristin – see attached membership report
 - Goals
 - Establish consistent member/non-member participation at all sponsored events.
 - Increase/maintain membership enrollment across the state of Montana
 - Continue to establish new affiliations and strengthen existing affiliations with groups which have a mutual mission as Montana HIMSS
 - We will order purchase more mousepads to send to all new members.
 - A discussion arose around regionalizing Montana to better facilitate networking. If a person purchases a HIMSS membership in a region where a board member resides, the

board member can reach out to the member to establish a relationship and let them know we appreciate them joining. Deb will contact board members if a new member joins in their community.

- Website – James C. and Damien
 - Goals
 - Maintain www.montanahimss.org web site with current information
 - LinkedIn account – we will start with a closed group and include this in the membership email. James and Damien will monitor this.
 - Student Issues – Jim A.
 - Goals
 - Prepare 2-3 SMART goals including one which will work on diversifying student membership to other schools
 - Accredite schools for HIT
 - Deb would like to reach out to Wyoming students as there are programs for HIT in Wyoming.
 - Randy is going to hold a meeting with Tech students to promote getting involved in MT HIMSS.
 - Communications – Marcy
 - Goals
 - Publish a semi-annual newsletter
 - Evaluate the use of other media and social networking tools to promote communication
 - Purchasing Constant Contact is off the table – Marcy has determined she no longer would need this.
 - We will look at purchasing lanyards, coffee cups, etc. for events like MHA to give out to promote MT HIMSS. Dave, Marcie, and Deb will look into different products.
 - Programs – Candy, Toni, Rita, and Tom
 - Spring 2012 (Attendee survey, Presentations, Pictures)
 - Spring Conference 2013
 - Date- try for May 2 and 3.
 - Try and hold it at Chico Hot Springs, Red Lodge, or Bozeman – Rita will check into rates, if facilities are available, etc.
 - We will look at the format as we get closer to the dates.
 - It was decided it would be good to have someone who could speak to Wyoming members. Board needs to look into possible speakers.
 - Carol Bischoff is going to try and give us some scholarships again.
 - Goals
 - Promote National HIMSS events and encourage attendance of Montana HIMSS Chapter membership at all National HIMSS events
 - Establish educational opportunities other than the Spring and Fall conferences
- **Open Discussion**
 - HIMSS13 – Rita, Marcy and Marcie are attending. They will work on setting up a chapter reception.
 - Dave and Marcie would like to talk to Washington about the possibility of having a joint event with Washington, Montana, Idaho and Wyoming.
 - **Action Items**
 - Marcie and Dave to finish advocacy chair job description.
 - Marcie and John to order additional mousepads for new members.
 - Randy to hold meeting with Montana Tech students to promote Montana HIMSS.
 - Marcie, Dave, and Deb to look into purchasing lanyards or other promotional item.
 - Rita and Toni to finalize a date for the Spring Conference.
 - Rita to check into rates and to see which facilities are available for Spring Conference.

- Board to look into speakers for spring conference.
- Rita, Marcy and Marcie to work on setting up a chapter reception for HIMSS13.
- Dave and Marcie to discuss with Washington HIMSS chapter about the possibility of holding a joint event with Washington, Montana, Idaho, and Wyoming.
- Next full board meeting to be held Dec. 7 at Benefis.