

AAHAM Iowa Hawkeye Chapter

Board Meeting and Strategic Planning

Agenda

February 13, 2023 at 3:00pm

Teams meeting – link is in meeting invite.

- I. **Roll Call** (LeeAnn Christensen) Laurie, Chad, Christina, Carrie, Kema, Barb, Audra, Charlie, Becky

- II. **President's Report** (Laurie Bruck)
 - a) Approval of Minutes: September 2022-Moved by Charlie, 2nd by Kema to approve minutes

 - b) 2023 Elections
 - i. 2 Board positions must go up for election again this year. Audra & Chad volunteered to re-run for board position.

 - c) Legislative Day
 - i. May 3-4, 2023
 - ii. Discussed how many members should be sent. Carrie will go, Audra as Leg Chair, & Laurie as President. Moved by Charlie, 2nd by Becky to approve.

 - d) ANI Scholarship 2023
 - i. 2023 ANI will be October 10-12, 2023
 1. Laurie and Carrie went to Baltimore last year.
 2. We normally receive one complimentary registration – for Chapter President from National Yearly.
 - ii. Decided to table until April 2023 meeting to discuss further.

- III. **Vice President Report** (Charlie Cole)
 - a) Reviewed draft agenda for Spring 2023 to be held April 12: Welcome, Joint Speaker with HFMA-Paul Miller, Break into AAHAM/HFMA tracks, lunch, break out tracks again.

 - b) Discussed the rate to charge to attendees. Past conferences that were 2 days was \$130, this is only 1 day, different rates for members vs. nonmembers. Have done buy one get one last 4 conferences and seems to be popular. HFMA rate for members is \$115. Discussed the agenda/speakers lined up for this conferences 1 day event. HFMA audience is CFO groups, AAHAM audience for BO Managers/Directors. Audra motioned \$100 and having the buy one get one bogo, Barb second. Motion passed.

 - c) Dates to get information out to members – Joint conference starts 8:15. Next board meeting will be in May after joint HFMA/AAHAM conference and after Leg Day. Conference agenda is mostly done, a couple things pending. Goal to get agenda out to everyone week of 2/20.

 - d) Registration – LeeAnn handle registration for AAHAM audience

 - e) IT help – just hoping to have someone available in case of problems

f) Fall Dates – September 14-15 (Thursday/Friday)

IV. **Treasurer's Report** (Becky David)

a) Financial Report – Year end 2022 - Motion by Christina and 2nd by Audra to remove all financial statements from website (not updated since 2019), motion passed. Motion to approve treasure's report Audra, 2nd Kema, motion passed.

Discussed that Becky had a couple things hard to reconcile. One conference attendee paid fees to national so if anyone sees that in future let her know. Also, Becky needs a copy of certification fees to reconcile. Becky is starting the process of removing Carrie & adding Laurie to bank account.

Laurie to send an email to Moya with updated officer contact information to update National records. Barb has not received any certification reports yet.

Becky informed group she is planning on retiring in the middle of next year, would not be finishing the last year of her 2-year term.

b) Financial Projections for 2023 -

i. At National meeting discovered current president/member not on the board couldn't audit own chapter's treasurer's report. Becky is going to reach out to controller (not AAHAM member) to see if she can audit at no cost, looking to have this due date 3/31. Motion LeeAnn, 2nd Charlie, motion passed.

V. **Committee Reports**

a) **Certification** (Barb Leininger)

- i. Total Certifications in each certification category-see report
- ii. Discussed possible certification testing at a conference. Barb trying to get it updated to be notified when someone registers to take exam so we support members with their preparations. Discussion on different facilities who require certification and who doesn't.

b) **Membership** (Chad Breidenbach)

- i. Membership Totals-see report

c) **Communications/Hawkeye Highlights** (Christina Bennett)

- i. Publication Dates for Newsletter – National expectation is 3x/yr. (CY). Laurie & Christina will have separate call to determine dates for publications and information to include. Laurie will get clarification if newsletter needs to be on website and if the financials need to be published in the newsletter or if it can be reviewed during our conferences. Newsletter will be emailed to members, discussed if it will be a link or an actual publication.

d) **Legislative** (Audra Ford) – no update

e) **Corporate Sponsors** (Kema Davis) – had to leave meeting early, no update.

f) **Hospitality** (Steve Juve) – no report

- g) **Website** (Christina Bennett)
 - i. 2023 updates needed (see attachment)
 - ii. Laurie shared what she sent to Christina to update. Laurie will get list of members/address to Christina to update contact info.
- h) **Registration** (LeeAnn Christensen) – no report

VI. **Old Business – no report**

VII. **New Business**

a) **Strategic Planning for 2023**

- i. Chapter Excellence Report
 - 1. Review results from 2021 (submitted in 2022)
 - 2. What can we do better?
- ii. Membership
 - 1. Survey – What questions do we include?
 - 2. Membership Drive – no update
- iii. Conferences/Education
 - 1. Offer webinars/roundtables outside of conferences
 - 2. After Conference Surveys
- iv. Certification Program
 - 1. Study Sessions
 - 2. Testing at meetings
- v. Corporate Sponsors
- vi. Legislative, Payers, Community
 - 1. Communicate Legislative (State or Federal) Info to Members
 - 2. Communication/Meetings with Payers
 - a. Discussed having a teams roundtable call with payers, will table until next board meeting.
 - 3. Community Service
 - a. What are we doing?
 - b. Need volunteer to coordinate.
 - c. Someone go speak to DMACC coding/billing classes to get people to join AAHAM. Most outreach is charitable donation.
 - i. Discussed HFMA's heads/tails game for their community outreach. Expectation is one program/year, will table until fall conference.
 - 4. National Journal Publication

VIII. **Adjourn** – Motion Audra, Becky 2nd, motion passed