

AAHAM Iowa Hawkeye Chapter

Board Meeting

Minutes

September 17, 2021 at 12 PM

(immediately following the adjournment of fall conference)

I. **Roll Call** (Audra Ford)

II. **President's Report** (Carrie Kuennen)

a) ***Approval of Minutes: May 2021***

b) ***Review Bylaws***

i. ***Required by Chapter Excellence Report to review bi-annually.***

1. ***Last review May 2019 – CK – send after board meeting today for review. – sent 09/17/2021***

c) ***ANI Scholarship 2021***

i. ***2021 ANI will be virtual –***

1. ***We have two registrations***
 - a. ***1 for the President (registered)***
 - b. ***1 for additional board or member – due to Chapter Excellence Award.***
2. ***Does Board wish to approve Scholarship again or additional registrations?***
 - a. ***In January meeting – board asked table until after finance report add to May meeting.***

09/17 - \$299 registration – send

1- Free one – board member – LeeAnn C

2- Reimburse Laurie G.

3- 5 members for chapter to pay for (randomly pick 5 members)

a. CK – contact members and email board

b. Randomizer

c. Send registration.

d. Laurie G will confirm if she has signed up.

d) ***Strategic Planning for 2021***

i. ***Membership Survey – Steve/Laurie – send the old 2018 format***

1. ***Sent to Steve and Laurie on 01/26.***
2. ***Any updates? Resend to Laurie and Steve. 05/03***
3. ***Sent 09/17.***

ii. ***Membership Drive –***

1. ***01/26 - Laurie – still in a difficult situation with COVID***
 - a. ***Audra – hard to ask for money when it's hard for us offer a lot at this time.***

- i. Program availability – then we could push for it.
- ii. Any updates?
- iii. 09/17 – Laurie B – start looking into this. Any way to make this budget friendly. Laurie and CK to meet. Meeting invite for 09/28
- iv. 09/17 – emailed Laurie B to resend call for volunteers. Laurie sent 09/17
- v. Got one volunteer from conference Christina Bennett from Boone Co. Hosp.

iii. *After Conference Surveys*

- 1. 01/26 - For each session/speaker (per Chapter Excellence report)
 - a. Bobbie/Laurie – any updates?
 - b. Laurie and CK to meet. Meeting invite for 09/28

iv. *Community Service*

- 1. –YSS Shelter – Spring 2022

III. **Vice President Report** (Bobbie Jo Harrings)

- a) Start Planning for Spring 2022
- b) Charlie – Audra; LeAnn; Becky
- c) Offer both online/onsite – update registration form.
- d) Get creative for vendor contacts...
- e) Becky will reach out to Deanna Gray for HFMA feedback that was hybrid.
- f) **Spring Dates – May 11-12, 2022 (Wednesday and Thursday);**
 - i. back up dates May 25-26 (Wed/Thurs)
- g) **Fall Dates – September 14-15 (Wed/Thurs)**
 - i. Back up dates – not determined at this time, many other association meetings.
- h) Audra and Carrie's – high school graduations May 22 (carrie) and May 15 (audra); Laurie G son's graduation!
- i) Set meeting in two weeks start process- ck 09/17

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

- a) Financial Report
- b) Financial projections for 2021
- c) We need a review/attestation for 2021 (Carrie and Chapter Excellence Report)
- d) Becky, Audra and LeAnn – ck send list of attendees from Go To Meetings – sent 09/17
- e) Carrie to look at GoToMeeting auto pay set up – get over to paypal card.
- f) Need financial Audit – set up meeting ck and Becky. 09/17

V. **Committee Reports**

- a) **Certification** (LeeAnn Christensen)
 - i. Total Certifications in each certification category
 - ii. CEU Update – Extension due to Virus

- iii. *Ensure CEU's for attendees at conference/virtual conference are sent to national*
- b) **Membership** (Laurie Bruck)
 - i. *Membership Totals*
 - ii. *Potential for Membership Drive?*
 - 1. *Focus on a drive in 2022.*
 - iii. *We remain in the over 100 member chapter division for end of year 2020 for 2021.*
- c) **Communications/Hawkeye Highlights** (Steph Hultman/Laurie Gaffney)
 - i. *Publication Dates*
 - ii. *Request assistance for newsletter moving forward*
 - 1. *Was unable to get any additional assistance in 2020;*
 - 2. *Reach out to membership?*
 - 3. *Who can assist with this?*
 - 4. *Laurie no time for a few months*
 - a. *Can't do anything volunteer now.*
 - 5. *We need to simplify; 09/17*
 - a. *Christina B?*
 - b. *Laurie's team?*
 - c. *Marcia L*
 - 6. *Laurie – send ck instructions; certain documentation formats;*
 - 7. *CK reach out to Stephanie. 09/17*
 - 8. *National assistance. Look at other Chapters newsletters now.*
 - a. *Format – consistency across chapters.*
- d) **Legislative** (Bobbie Jo Harrings)
- e) **Corporate Sponsors** (Ashley Allers)
 - i. *Current Sponsors and Sponsors not renewed*
 - ii. *2022 sponsorship plans*
 - 1. *CK - set up meeting with Ashley 09/17 sent email*
 - 2. *Publications – “instead of...”*
- f) **Hospitality** (Steve Juve)
- g) **Website** (Charlie Cole)
 - i. *2019 Registration form for submission online*
 - 1. *Paper was ok.*
 - ii. *Paypal issues for fall conference – Becky worked with Brandon 09/17*
- h) **Registration** (Audra Ford)
 - i. *Paper registration – need a spot for additional attendee box*
 - ii. *Remove title field from BOGO spot.*

VI. New Business

- a) Offer certification testing afternoon of day 2 at hotel?
 - i. Barb could proctor.
 - ii. Bring your own laptop with internet access.

- b) **Community Service Project** (Laurie Gaffney/Marcia Lewis)
 - i. **2022 Community Service Projects – Laurie will get info out.**
 - ii. **Do we use 2020's**
 - *Spring 2020 – Youth and Emergency Shelter and Services (YESS)*
 - *Due to spring being cancelled- move to Fall 2020?*
 - *Can we perform a virtual service project?*
 - *Fall 2020 – YESS (see bullet above)*
 - *Previous Spring 2019 – Dorothy's House*
 - *Previous Fall 2019 Dress for Success*

VII. Old Business

- a) **Review Iowa HFMA Partnerships – Carrie update**
 - i. **Spring/Fall 2021 Payer Panels – cancelled some**
 - 1. **Status Update needed**
 - ii.

- b) **Review of Home Town Health(HTH) Partnership – Carrie to update**
Small Hospital Improvement Program (SHIP) Grant – State Partner
 - i. *Goal to enhance AAHAM visibility – membership/education*
 - 1. *Memorandum of Understanding*
 - ii. *Status update-*
 - 1. *Home Town Health is working on new MOU for 2021.*
 - 2. *No MOU arrived; expect for 2022*

VIII. Adjourn