

Required							
Dan Davenport	P	Pam Graves	P	Andrew Galbus	P	Steven Due	P
Jennifer Boehne		Pete Palmer		Ken Stensvold		Katie O'Brien	P
Sue Green	P	Dan Fitzgibbons		Susan Heichert	P	Lance Guth	P
Tammy Winden	P	Amy Watters		Matt Kinder	P		
Optional							
Clark Averill		Lonna Stork		Mark Rubin	P	Amy Lorentz	
Ray Gensinger		Andrew Mellin		Margaret Senn	P	Kristin Hansen	
Diane Walizer	R	Greg Staudenmaier		Hunt Russell			

(Attendance: P = Phoned in, I = In person, R = Regrets)

Topics

1) Committee Updates

- Introduction – James Kahl (Dan)
James is a HIMSS student member who is in the Carlson Entrepreneur program. He is stepping up to offer his services as the student liaison. The synergy between the school and HIMSS-MN could be exciting. Stay tuned.
- Programs (Ken & Pete)
 - December Program (Dan D)
Planning on target; E-mails have been sent, registration is active.
 - Duluth Location? *No information yet and no site planned unless there is a request. (Note: if a request arises, the webinar pilot may be an option.)*
 - National Reception (Pam Graves)
After discussion, the group agreed to a Monday, April 6th, evening reception. Pam will follow up with National.
- Midwest Fall Technology Conference (Margaret)
Went very well with our chapter gift basket being distributed on the second day. There were over 130 attendees and many vendors. There is a follow up call next week and there will be a request for 2009 leadership. The consensus of the group was to advocate for leadership of the conference in 2010 and get more members involved this coming year. Dan D may follow up with the Iowa chapter president to discuss the leadership roles.
- Member Relations (Katie)
 - Membership Survey Update (Katie & Lance)
- Advocacy (Susan)
Post Election Highlights webinar – was held earlier today and was very well presented. Susan, Dan, Andy and Pam listened in. The new 111th Congress will convene January 3rd and there are a number of issues that need attention. Interested members should check out the [National advocacy website](#) for an update.
- Sponsorship (Dan F)
 - Elite Sponsorship Education Event Proposal Discussion (Matt Kinder)
outreach better with expanded sponsorship offering. HIMSS members get free attendance. A few questions remained regarding lead role, eg co-sponsored with HIMSS logo on display. The board agreed to 'send on' the flyer, but not the content. If the pdf is posted on our chapter website, we are responsible for the content. We need to 'protect' our membership list. We agreed to pilot a single event to review the issues and potential. Matt will follow up with the sponsor.
- Communications (Sue Green)

-- Need Program information from Pete. *Promotions will go out twice before the program, the last promo will be sent on 12/1.*

-- Dates are not on SharePoint calendar for 2009 Program dates? Shouldn't they be?

-- Question to Board: The Chicago HIMSS Board sent us paper flyers for distribution for the October conference. They were delivered about 10/11 for the 10/23 conference. Is there a "good" way to handle this in the future? I'm not aware of any US Postal distributions. It would be "very labor intensive" and cost the organization \$\$ for distribution. Would like their input for future distributions. My thoughts are.. If we had hand-outs at a prior Program meeting this would make sense.. but not actually to "mail" them.

Group agreed to restrict paper printing of brochure, but that printable brochures will be added to the website.

Status: Communications are up to date - as of today.

- Newsletter (Dan)
The next newsletter will be targeted for January. A flyer should be available at the December program- the flyer should promote the Bus Trip to HIMSS09. Andy will work on the dates/method for communication.
- Outreach (Lance) *no further discussion*
- Scholarship (Amy & Tammy) *announcement went out to schools and with the newsletter. Ken and Andy presented at state graduate program.*
- Finance (Steven)
 - Margaret, Matt Kinder, and Andrew Galbus completed the audit checklist
There was not an outside accountant this year. But the data has been reviewed. Completed and sent out.
 - IRS 990 Due 11/17
completed, will be reviewed tomorrow and sent out.
 - Checking account
Dan will review; activity: net \$-187 for complementary memberships. Dan will follow up with Pete regarding missing expenses from the September program.
- Innovation Award (Andy) - *sent out to National after internal review. Unknown announcement date.*
- Physician Forum (Susan, Pam) - *held last night with 11 people (7 organizations). Topic was positive impact from EHR to organization, included was major organizations. Next forum in February in Minneapolis.*
- Professional Development - Advancement (Dan)
No new applicants. Andy and Pam were on the HIMSS Fellows Call, and there was discussion about removing the Senior status.
- Board Holiday Dinner – Date, Location, Budget (Dan)
Currently December 10th is the targeted board meeting date. The date was agreed. The Burnsville location from last year wasn't thrilling but did accommodate the Rochester members. Dan will follow up with another location.

2) Project Updates

- WebEx Account through National (Diane, Dan)
Still pursuing this option with National, but probably won't work out. Dan is still looking into a pilot with a couple of members – goal is to review issues and benefits at the December program. Mark is willing to host. Contact Dan D if you are interested in piloting this option for December.
- Transportation to National / Possible Innovation Award (Andy)
Andy is managing promotions and cost (~\$100)

3) Review any new board proposals

4) Board Member Updates

5) Looking ahead

- **Next meeting:** December 10th; holiday board event for board members only, location TBD
- **Nov 17** – IRS 990 Due – on target
- **Dec 2** – E-Prescribing Program

6) Outstanding Items

- Articles of Incorporation – Dan has requested from National

Next 5 Weeks

HIMSS-MN 2008-2009

November 2008 - December 2008

November 2008							December 2008						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
2	3	4	5	6	7	8	7	8	9	10	11	12	13
9	10	11	12	13	14	15	14	15	16	17	18	19	20
16	17	18	19	20	21	22	21	22	23	24	25	26	27
23	24	25	26	27	28	29	28	29	30	31			
30													

Monday	Tuesday	Wednesday	Thursday	Friday	Sat/Sun
November 17 12:00am IRS 990 Due	18	19 Virtual Conference and Expo	20	21 11:00am Advocacy Liaison Conference Call (Virtual)	22
24	25	26	27	28	29
December 1	2	3	4	5	6
	5:30pm Chapter Program (Allina Lake Street, Mayo Rochester (remote))				7
8	9	10 5:30pm Chapter Holiday Board Meeting	11	12	13
15	16	17	18	19	20
					21 Hanukkah