

**LA Chapter of HIMSS
Board of Directors**

**Meeting Agenda
November 21, 2008
Conference Call 2:00pm**

- | | | | | |
|--|--|---|---|---|
| ✓ Jeanie Berg | <input type="checkbox"/> Dr. Edwin Bonilla | <input type="checkbox"/> Sonja Wiley-Patton, Ph.D | ✓ Claudia Blackburn | ✓ Sue Rachug |
| ✓ Angela Kennedy | ✓ Errol Labat | <input type="checkbox"/> Paul Kirk | <input type="checkbox"/> Terry M. Evans | <input type="checkbox"/> Bach Nguyen |
| <input type="checkbox"/> Keith Schexnayder | <input type="checkbox"/> Chris Belmont | <input type="checkbox"/> Dr. Larry Flake | <input type="checkbox"/> Chris Williams | <input type="checkbox"/> Robert Clowers |
| <input type="checkbox"/> Karen Ziecker | | | | |

President's Report - Jeanie Berg

- o Retreat and Workshop on October 17th was very helpful.
- o Date for Social Event will be March 4th (early March)
- o Location of Lafayette for early March was decided upon.
- o Vendors/sponsors are the responsibility of Keith and Terry.

Southern Regional

- Sponsors-Keith/Terry
- Communication-Save the Date
- Agenda-Terry
- Speakers-Terry and Keith
- Registration-Web site - Sue is taking over responsibilities for the website from Bach.
- Save the Date- to be sent out by Paul & placed on www.himssregional.org with a link to registration.
- Food-Jeanie, Angela
- Program- Jeanie, Angela, Becky Carruth-Mississippi

National HIMSS

- YTD Financial & Audit - Errol
Audit-October 31; National-file IRS each year-November1

General Business

October Financial Report - Errol

Income & Expense Summary

	October	YTD
Revenue	\$ 423	\$ 1,508
Expenses	<u>(423)</u>	<u>(2,413)</u>
Gain/ (Loss)	\$ (000)	\$ (905)

▪ **Cash Account Summary**

Oct. Statement (10/22)	26,630
Sept. Statement (09/22)	<u>27,851</u>
Gain / (Loss)	\$ (1,221)

▪ **Current Balances (10/18)**

Checking Account	\$ 9,344.28
Savings Account	<u>\$17,441.09</u>
Total Cash	\$26,785.37
A/R	None

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- The October detailed financial statement was sent to all board members earlier this month.
- Significant Revenue included
 - \$ 420.00 Membership Dues
- Significant Expenses included:
 - \$ 146.89 Board retreat lunch
 - \$ 188.82 Lodging/Mileage for board retreat attendance
- Errol spoke with Paul and he and Chris have signed the financial review paper work and he was work9ng on getting signature from Susan Melsheimer. In speaking with Stephanie Serra it was determined that we do not need the physical signature of each committee member. We can provide the document with the names typed in so in the event of an audit the individuals may be contacted to confirm report. Paul is on vacation Thanksgiving week and will call Susan when he returns to the office the following.
- Errol has obtained a third party individual to conduct our monthly account balance/reconciliation review. Clint Prescott, CPA who works at Blue Cross in Finance agreed to do the review and has completed the September and October review for us.
- Errol still needs to contact Roy Hebert about our 2005 tax filing being done with the incorrect Tax Id number. He will contact Roy so an update can be reported on our next call. Errol will also talk with Roy about recording of the joint conference revenue so LA HIMSS will only record our 25% of the total.

Technology Chair- Website Report UPDATE: Bach has resigned from LAHIMSS thus Sue Raching is taking over responsibilities for the website.

Meeting Wrap Up

- Action Items for next meeting
- Meeting's Dates

Board Meeting		
Date	Place	Time
15-Aug-08	Conference call	2:00-3:00
19-Sept-08	Conference Call	2:00-3:00
October Fall Retreat and Workshop	TBD	
21- Nov-09	Conference call	2:00-3:00
Jan.16, 09	Conference call	2:00-3:00
Feb. 20, 09	Conference call	2:00-3:00
March 20, 09	Conference call	2:00-3:00
April 17, 09	Conference call	2:00-3:00
May 14,15, 09	Southern Regional	TBD
June 19, 09	Face to Face Meeting	TBD