

NCUS Board of Directors Meeting | MINUTES

Meeting date | time *Friday, April 8, 2016 2:12 pm* | Meeting location *Winston-Salem Benton Convention Center*

Facilitator Chris Mann

Note taker Rhonda Thomas

On-site Attendees - Devon Allred, Dr. John Cotton, Laura Currie, Michelle Dail, Mike Foster, Dara Garces, Tonya Howell, Teresa Jones, Brian Kilpatrick, Chris Mann, Bridget Niemeyer, Hudson Johnson-O'Keefe, Amy Safrit, Mark Schubring, Dena Smith, Diana Strickland, Dr. Helena Summers, Rhonda Thomas, Marta Thorup, Cristy Webster, David Wood

Teleconference Attendees - none

Absent - Jeff Jewell

AGENDA TOPICS

Approval of Minutes | Presenter Rhonda Thomas

Discussion: Rhonda made a motion to accept the minutes, Chris seconded

Conclusion: Minutes approved

Action items

None

Person responsible

N/A

Deadline

None

Treasurers Report | Presenter Dr. John Cotton

Discussion: Dr. Cotton reviewed the budget and reported that our balance does not reflect that the bills have not been paid.

Conclusion: Treasure's Report approved

Action items

None

Person responsible

N/A

Deadline

None

Finance Committee | Presenter Dr. John Cotton

Discussion: Dr. Cotton reviewed the budget. Money is doing well in the Money market

Conclusion: No Discussion

Action items	Person responsible	Deadline
None	N/A	None

Nominating Committee | Devon Allred

Discussion: Devon reported that they changed the ballots on the evaluations, will get more contact information. Moderators should encourage everyone to turn these forms in.

Conclusion: More information on the evaluations

Action items	Person responsible	Deadline
None	N/A	None

Membership Committee | Presenter Brian Kilpatrick

Discussion: Active: 200 - Affiliates: 5 - Students: 120- Honorary: 6 - Total: 330. Dara talked to the Michigan Society about what they do and how it might help us. Devon got a call from a Vascular Society about what made us choose them. They offer a lot of CME's. What can we offer to get people to the meetings. Discussions about advertising for the meeting on websites. Networking. Idea of getting CME's is difficult because we can get those at a variety of places. Marta talked about a Youtube video. Discussion about playing it prior to each session.

Conclusion: We need to make sure that our members are getting what they need from this meeting.

Action items	Person responsible	Deadline
[Topic]	[Presenter]	[Date time]

Education Committee | Presenter Amber McGraw

Discussion: Amber reported 2 mentees that applied, Rosa Bejarono, Cape Fear CC, Jennifer Boyles and since we take 2 we will take both and she will start in the Fall.

Emily Bouchard will serve again since she was a First Year student last year.

Conclusion: Education meeting to follow the BOD Meeting.

Action items	Person responsible	Deadline
New Mentees to be contacted	Amber McCraw	June 4 BOD meeting

Communications Committee | Presenter Marta Thorup

Discussion: Call for speakers...Fall is a great time to break into the Speaker World. Marta proposed that all of the Board break out of our comfort zone and offer to speak. Marta will write an article for the newsletter. Take pictures with your phone and send them to Marta and she will make a new video.

Conclusion: Speakers needed from the Board for Fall meeting and new video to be made after Spring meeting

Action items	Person responsible	Deadline
Board members are asked to consider speaking at the Fall meeting	BOD Members	ASAP
BOD Members asked to send photos from meeting to Marta	All BOD Members	ASAP
Marta offered to make 2016 slide show	Marta Thorup	To be determined

Bylaws/Policies & Procedures | Presenter Marta Thorup

Discussion: [Conversation]

Conclusion: [Closing]

Action items	Person responsible	Deadline
[Topic]	[Presenter]	[Date time]
[Topic]	[Presenter]	[Date time]

NCUS Foundation | Presenter Marta Thorup

Discussion: \$500.00 donated at BOD meeting, make your checks to NCUS Foundation. Create a new Foundation logo. You can donate on the website. It is also available on the Vendor packet so that they can donate. Go to Google Drive and review the 18 files.

Conclusion: Review Google docs, we need a good strong committee.

Action items	Person responsible	Deadline
Committee volunteers needed	BOD members	April 8th

Student Competitions | Presenter Chris Mann

Discussion: Quiz Bowl is ready to go, needs volunteers for judges. Brian is here and going to set up the stage.

Chris - Moderate Echo; Amy - Moderate General; Judges: Bridget; Scorekeeper Mike; Teresa will pick up the cake

Judges needed for the 10 Scientific Exhibits. Mark, Chris and Brian - Echo/Vascular Dena, Michelle, Amy - OB/General - judges start about 9:00. 7:00 am the students can set up their exhibits.

In the future, if the hotel will let us bring a cake, local person needs to order from Sams. No on-line orders are taken.

Conclusion: Judges appointed

Action items

Person responsible

Deadline

Judges are appointed

BOD volunteers

4/8/16

Web Page | Presenter Mark Schubring

Discussion: [Conversation]

Conclusion: [Closing]

Action items

Person responsible

Deadline

None

N/A

N/A

Sonographer Excellence | Presenter Diana Strickland

Discussion: We have a winner, we need to encourage the information update on the Evaluation forms. Difficult to get in touch with the nominees.

Conclusion: Update the evaluation form and will present the winner tomorrow at the Business Meeting.

Action items

Person responsible

Deadline

Update Evaluation form

Diana Strickland

Prior to next evaluation period

Legislative Watch | Presenter Mike Foster

Discussion: Still only the Medicaid information.

Conclusion: Continues to keep an eye on it.

Action items

Person responsible

Deadline

None

N/A

N/A

Symposium Committee | Chris Mann

Discussion: Symposium is ready to go and ECU is ready for the Fall. Diana reported that we would do Cardiac and Vascular and OB/General. There is not a 3rd area for lunch, lots of options for lunch. Front half of the room with classroom style or round table and chairs on the back side, chair can be added for lunch. Outside area weather permitting. Buffet or box lunch. Large kitchen for caterers to use. \$600.00 - non ECU employee. Diana will look into PT and Massage programs.

Conclusion: Food vendors - report on at the next meeting.

Action items	Person responsible	Deadline
Report on food vendors	Diana Strickland	June 4 th meeting
Contract needed	Diana Strickland	As soon as possible

Old Business

Agenda topic [Topic] | Presenter [Name]

Discussion: Quicken 2014 no longer supported, it needs to be upgraded about \$300.00, Mike and Dr. Cotton will check and see if they have an education discount.

Responsibilities and how we need to update these...Rhonda will help Laura with this.

Conclusion: [Closing]

Action items	Person responsible	Deadline
Check on education discount for Quicken	Mike Foster, Dr. Cotton	June BOD meeting

New Business

Agenda topic Transfer to New President, Mike Foster | Presenter Chris Mann & Mike Foster

Discussion: Mike talks about the new calendar (that Marta created) and how we can work towards the Fall and Spring Symposium. We asked Mike to let us know what he needed. Mike is going to visit every school program. He is going to try the "Be present" aspect.

Conclusion: Calendar for upcoming term presented. Every Board member challenged to get 1 member to join.

Action items	Person responsible	Deadline
Each Board Member to recruit members	All BOD members	On-going

Agenda topic Executive Committee | Presenter Mike Foster

Discussion: Proposal of change to Executive Committee progression. Vice President, will then be President Elect and then President. This would allow meetings to be planned further in advance, allowing speakers to be contacted well in advance of the meeting date. Three-year commitment once accepting Vice-President position.

Conclusion: This would have to be voted on and discussed.

Action items	Person responsible	Deadline
Further discussion of progressive Executive Committee needed	Mike Foster	To be determined

Agenda topic *Retreat for the Board Members* | **Presenter** Mike Foster

Discussion: Mike proposed that we get together for a day and talk about ideas to get to know each other. Also to brain storm ideas.

Conclusion: Mike will propose a time and date.

Action items	Person responsible	Deadline
Proposal of date and location for retreat	Mike Foster	June 4 th meeting

Agenda topic *Keynote Speaker* | **Presenter** [Name]

Discussion: Proposal to increase honorarium for the Keynote speaker from \$200.00 to \$400.00. Cheryl Goss, president of the SDMS to speak at the Grove Park Meeting. Mike made a motion that the Keynote speaker gets \$400.00 for speaking at this meeting and future meetings.

Conclusion: Approved for keynote speaker for 2016 to receive \$400

Action items	Person responsible	Deadline
Need to verify that this change is for future meetings	Mike Foster	June 4 th meeting
Update Policies and Procedures to reflect change if permanent	Laura Currie	Following confirmation

Agenda topic *Future meetings 2018 and 2019* | **Presenter** Mike Foster

Discussion: Pinehurst Resort and Grand Dunes Myrtle Beach proposals presented.

Conclusion: Need to visit Pinehurst Resort to see meeting and lodging facilities and make a decision as soon as possible for 2018 and 2019

Action items	Person responsible	Deadline
Make a decision of 2018 site	Mike Foster	June 4 th meeting

Next Meeting | **Presenter** Mike Foster

Date & Time: Saturday June 4th

Location: Duke - directions to follow

Resource persons: Laura Currie

Special notes: None