

# NCUS Board of Directors Meeting | MINUTES

Meeting date | time *Saturday June 4th, 2016 10:05am* | Meeting location Cape Fear Community College Wilmington, NC

Facilitator    Mike Foster  
Note taker    Rhonda Thomas

**On site Attendees:** Mike Foster, Rhonda Thomas, Cristy Webster, Laura Currie

**Teleconference:** Diana Strickland, Hudson Johnson-O'Keefe, Dara Garces, Brian Kilpatrick, Dr. Cotton, Michelle Dail

**Absent:** Devon Allred, Dena Smith, Jeff Jewell, Mark Schubring, Teresa Jones, Chris Mann, Amber McCraw, Bridget Niemeyer, Amy Safrit, Marta Thorup, Dr. Helena Summers

## AGENDA TOPICS

*Approval of Minutes* | Presenter - Mike Foster - Rhonda Seconded

*Treasurers Report* | Dr. Cotton

Discussion: After reviewing the meeting income and expenses we made a profit.

Conclusion: \$4000.00 profit for the year

*Finance Committee* | Presenter Dr. Cotton

Discussion: Working on new budget for next year

Conclusion: \$40,000.00 in reserve

### Action items

Action items	Person responsible	Deadline
We will consider gifting some money to each college at the end of the year. Review this in October and then give out the beginning of the year.	Dr. Cotton will put it in the budget.	Discuss at Fall Meeting.

## *Nominating Committee* | Presenter Mike Foster

Discussion: List of Nominees is update on Google Docs

Conclusion: Contacts will be made after the Fall meeting throughout the end of the year

Action items	Person responsible	Deadline
Check Google Docs for updated list of Nominees	Nominating Committee Chairman	10/26/2016 12:00 AM

## *Membership Committee* | Brian Kilpatrick

Discussion: 330 total members

Conclusion: Needs to talk to the committee about working on ideas to bring in members and a plan to increase membership and show the value of the meetings.

Action items	Person responsible	Deadline
Diana will contact offices, etc. in the area with the Fall meeting being in Greenville	Diana	9/1/2016 12:00 AM
May need to buy the ARDMS list before the Spring meeting. Discussion about labs in the area.	Laura	11/15/2016 12:00 AM
Brian will work on the list of labs and give it to Laura.	Brian	December 2016
Laura will review hospital mailing list for Tennessee, Charlotte area-.	Laura	October meeting
Diana will check on the Midwifery group.	Diana	October BOD meeting

## *Education Committee* | Presenter Amber McCraw

Discussion: Two Mentors needed for Student Mentee Program, one from Cape Fear and one from South Piedmont

Conclusion: Mike volunteered for one,

Action items	Person responsible	Deadline
Second Mentee volunteer needed	Amber to contact BOD for volunteer	July

## *Communications Committee* | Presenter Marta Thorup

Discussion: Marta posted 53 images from the 2016 Spring Conference onto the NCUS Foundation Facebook page on April 19th. Marta also posted on the NCUS Facebook

Action items	Person responsible	Deadline
None	N/A	N/A

## ***Bylaws/Policies & Procedures*** | Presenter Mike Foster and Diana Strickland

Discussion: Change the Keynote Honorium to \$400.00 rather than \$200.00

Mike made a motion and Rhonda seconded. Motion passed.

Action items	Person responsible	Deadline
Keynote speaker for this meeting and future Spring Symposiums will receive \$400.00	Laura	4/14/2016 12:00 AM

## ***NCUS Foundation*** | Presenter Marta Thorup

Discussion: The website is updated with a Foundation Tab. Donations can now be accepted from the website, and Donations are now \$1200.00. The donation button is active on the NCUS webpage. There is a list of donor names found on the website. Proceeds from the 50/50 raffle also go into the foundation fund.

Action items	Person responsible	Deadline
None	N/A	N/A

## ***Student Competitions*** | Presenter

Discussion: Nothing new to report. Some discussion about the need for power for the Exhibits. Perhaps they could bring a battery if needed for their exhibits.

Action items	Person responsible	Deadline
No change in policy at this time	N/A	N/A

## ***Web Page*** | Presenter Mike Foster

Discussion: Webpage shows a picture and then you navigate. Mike would like for it to be Ultrasound images...moving picture. This might capture the eye.

Action items	Person responsible	Deadline
Mike will talk about adding ultrasound images to web site landing page. They will check with HIPPA laws	Mike Foster	10/22/2016 12:00 AM

## ***Sonographer Excellence*** | Presenter Rhonda Thomas

Discussion: Nominees are updated in Google Docs

Conclusion: After the Fall meeting I will divide the names and divide them among the committee.

Action items	Person responsible	Deadline
Names to be divided among committee	Rhonda Thomas	10/22/2016 12:00 AM

## Legislative Watch | Presenter Mike Foster

Discussion: Mike watch the STATE legislative show on WRAL. Nothing new to update. Diana said that this was a short session. Not much new to report.

Action items	Person responsible	Deadline
None	N/A	N/A

## Symposium Committee | Presenter – Mike Foster

FALL Symposium: Chris has 3 speakers, Mike has 3. Echo Vascular track ok. Diana will get OB speakers. Contract is \$709.00 for facility. Diana is working on the food. She will update us. Mike will get an OB speaker. Need Abdomen speaker. Need 14 speakers (7 on each) - 2 tracks.

Conclusion: Mike and Diana will work on the speakers. Laura is checking on room reserved with Greenville Chamber of Commerce. Microtel, Residence Inn, Holiday Inn Express (89.00) are the closest hotels.

Action items	Person responsible	Deadline
Diana and Michelle will try to get 5 speakers, let her know if you need more.	Diana, Michelle	ASAP

SPRING Symposium: Mike has 4 Echo speakers, Cristy has 3 for Grove Park. Need 30 speakers. Mani wants to come. Diana will give Mike several names...Keynote. Charlotte Henningsen and Mani Montezemi have the meeting on their calendars and have expressed an interest in speaking.

Keynote Speaker options: Dr. Kremkau would be a great one. Sidney Edleman might be an option.

Action items	Person responsible	Deadline
Contact speakers who have expressed an interest in speaking	Mike Foster	ASAP
Provide Mike with names of any potential speakers	Diana Strickland and Cristy Webster	ASAP

## Old Business | Presenter Mike Foster

### Agenda topic *Retreat*

Discussion: Spend a day talking about the future with the Society, we could have meetings in the evenings, Fall, etc. Student are welcome. Ideas to cover at the retreat. Innovative thinking - someone to help us.

Conclusion: Mike will send out a survey, We will look at a date after the Fall meeting.

Action items	Person responsible	Deadline
Survey BOD members about possible retreat dates	Mike Foster	[Date   time]

## **New Business** | Presenter Mike Foster

### Agenda topic *Quickbooks*

Discussion: QuickBooks was purchased on sale and is now in use.

### Agenda topic *Need to vote on increase in Keynote Speakers Honorarium*

Discussion: Liked the idea of giving the Keynote speaker \$400.00 rather than \$200.00- -change in Policy and Procedure needed.

Conclusion: Board voted to approve change in Policy during Policies & Procedures Committee report.

Action items	Person responsible	Deadline
Change Policies and Procedures to reflect decision of Board to provide Keynote Speaker an honorarium of \$400.00 for lecture during Spring Symposium.	Laura Currie	7/1/2016 12:00 AM

### Agenda topic *Spring Symposium Evaluations*

Discussion: Accent of some speakers made is difficult to understand lecture. We should take this into consideration when choosing speakers. Brian suggested that the moderator should indicate on the evaluation what they thought of that lecture

Discussion: Mike will search for a digital product for our evaluation, possible an app for mobile devices. SDMS meetings do this. Mike will look into this.

Action items	Person responsible	Deadline
Research options for meeting evaluations	Mike Foster	ASAP
Consider having Moderators evaluate lectures	All Moderators	10/22/2016 12:00 AM

### Agenda topic *Future Meeting locations*

Discussion:

2017: Spring - Asheville                      Fall - Friday Center  
2018: Spring - Myrtle Beach              Fall - Cape Fear Community College  
2019: Spring - Concord                      Fall - Greenville?  
2020: Spring - Grove Park?

Conclusion: Need to book future locations.

Action items	Person responsible	Deadline
Contact Friday Center for proposal for Fall 2017	Laura Currie	7/1/2016 12:00 AM
Contact Myrtle Beach for proposal Spring 2018	Laura Currie	7/1/2016 12:00 AM
Contact Concord Embassy Suites for proposal for Spring 2019	Laura Currie	September