



**Board Meeting Minutes
December 3, 2013**

I. Call to Order

Susan Willars

Members Present: Marcos Ramirez, Tammy Oehlke, Teresa Westover, Susan Willars, Kathy Sanford, Cheryl Jones, Rebecca Stirzaker

Meeting called to order at:

II. Approve October Minutes

Susan Willars

Motion to Approve October Minutes: Cheryl Jones

Second: Marcos Ramirez

All Approve, Motion Carries

III. Review of October Financials

Tammy Oehlke

Motion to approve October Financials: Rebecca Stirzaker

Second to Motion: Katherine Sanford

All Approve, Motion Carries

IV. Annual Conference

The board discussed the desired location and timing for the next two annual conferences. Fall of 2014 will be held in Austin, and Fall of 2015 will be held in San Antonio. Event dates and venues are to be researched and recommended by CMP based on the following priorities: the preferred date options are late October or early August. The preferred venue is a hotel capable of hosting the entire event.

Motion to approve conference plans as recommended by the board: Marcos Ramirez

Second to Motion: Tammy Oehlke

All Approve, Motion carries

V. Adjourn

Susan Willars

Motion to adjourn: Tammy Oehlke

**TSHHRAE is an affiliate of the Texas Hospital Association
P.O. Box 29686, Austin, TX 78755
512.279.2892 office 512.857.7711 fax
smcvey@cmpmanagement.com**