



TSHHRAE

TEXAS SOCIETY FOR HEALTHCARE HUMAN RESOURCES
ADMINISTRATION AND EDUCATION

Board Meeting Minutes

October 15, 2014

7:30 a.m.

Members present: Susan Willars, Eileen Brown, Dana Brandt, Marcos Ramirez, Rebecca Stirzaker, Teresa Westover, and Kathy Sanford

CMP Management: Mark Taylor

- I.** Susan Willars called the meeting to order at 7:35am. Eileen Brown made a motion to approve the Minutes of the August 20, 2014 and September 17, 2014 Board meetings. Dana Brant seconded the motion and it was approved unanimously.
- II.** Eileen Brown made a motion to approve the August 2014 and September 2014 financials. Becky Stirzaker seconded the motion and it was approved unanimously.
- III.** Dana Brandt reviewed the August Membership report and noted that the current membership is slightly behind the same time last year. There was a discussion regarding free membership and it was determined to address that matter in the Strategic Planning session later this year.
- IV.** Susan Willars led a discussion on the progress of the Annual Conference. Mark Taylor reported that sponsor sales are \$14,000 to date and the goal is \$25,000. Break even for the event is estimated to be \$14,300. The Board members were encouraged to follow up on personal contacts with sponsors and share those with the CMP Management team. The Board asked CMP Management to send a copy of the discount registration plan from last year. The Board will vote electronically on the Registration Discount plan for this year and CMP Management will broadcast the registration discount to the community. CMP Management will also send a list of current registrants and potential sponsors to the Board. The Board will have a special conference preparation meeting on November 5, 2014 at 7:30am.
- V.** Dana Brandt and Susan Willars noted that several individuals have been contacted for the open Board positions however none have accepted so far. CMP Management will send a list of Annual Conference Attendees to the Board to review for potential board members.
- VI.** Being no further business, Susan Willars adjourned the meeting at 8:17.

The next official Board Meeting will be held in conjunction with the Annual Conference at the Embassy Suites hotel on November 23, 2014 at 2:30 pm.