



Idaho Society for Healthcare Engineering

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Board of Directors Meeting Minutes October, 2020

The meeting was **called to order** at 10:06am MDT by President, Curtis Johnson; Executive Director, Britni Lundin; Executive Director, Megan Schoenfelder; Southeast Rep, Jerry Pfeiffer; Immediate Past President, Katy Dudley; Region 10 Rep, Rick McGuffey; Treasurer, Glenn Diede*.

Absent: *; Associate Member, Tom Scofield, Advocacy/ASHE Liaison, Russ Harbaugh; Southwest Rep, Roger Folwell; North Region Rep, Bill Spencer*. *Voting Board Member

CONSENT AGENDA:

Minutes of September 2020 were accepted

Financial reports September 2020 Financials were accepted

Financial: Two additional trade show vendors joined in early October, so increase will reflect in October financials. Had one refund for the conference. Have had great responses from vendors for 2021. 10 total registrants for virtual conference. Net loss for conference currently, due to the lack of registrants.

ASHE: No Report

Conference: The Board approved a \$100 raffle prize drawing to keep people engaged throughout the conference. The office will create a vendor passport sheet in order to qualify for the raffle. The Board is unsure of feasibility of hosting spring 2021 due to COVID. Because we have only one conference per year, we are flexible to make it late summer or early fall. The Executive Director recommends not signing any contracts. There are currently five people are registered for the conference. ISHE will be hosting a virtual Happy Hour to showcase the Remo platform in hopes to gain registrations. The Board to reach out to contacts to increase attendees. Britni will resend a flyer and e-blast for a marketing push. Firewalls might be blocking emails, so the office will create and send out an email with registration embedded.

Sponsor Update: We are currently waiting on three sponsors to get back to us. If they choose to postpone to 2021, they will only get their tradeshow table, and will not receive those additional sponsor benefits in 2021.

Strategic Planning Session: Strategic planning for 2021 is challenging due to uncertainty surrounding the Pandemic. Megan and Britni will work on a budget for 2021. Contract costs for AMI were discussed, however no changes can be made at this time due to uncertainty. The Executive Director suggested scheduling board meetings to every 2 months. The Board will send Curtis an email with their thoughts.

Additional updates: none at this time

With no further business, the meeting adjourned at 10:47 am MDT