X

SNUG Exec Board Meeting

SNUG MISSION - Pending

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| **Date: October 16, 2019** |  | | | | **Time: 1:00 PM EST** | | **Location:**  Remote Webex Conference | | |
| **Chair:** Sonal Pandey | | | | | | |
| **Recorder:** Steve Pleschourt | | | | | | |
| ***SNUG Member Name:*** | | ***Attended*** | | ***SNUG Member Name:*** | | ***Attended*** | ***SNUG Member Name:*** | | ***Attended*** |
| **Sonal Pandey (President)**  ***Penn Medicine Lancaster Gen Hospital – PA*** | | X | | **Jonathon Carlson (Vice President)**  ***National Jewish Hospital – CO*** | | X | **Donna Passante (Cust Service Sig Coord)**  ***Mayo Clinic - MN*** | | X |
| **Michelle Precourt (Treasurer)**  ***CHOP – PA*** | | X | | **Andrea Hawk (Asst Treasurer)**  ***Michigan Medicine – MI*** | | X | **Becky Schran (Social Media Coord)**  ***Olmsted Medical - MN*** | | X |
| **Randy Reddekopp (Secretary)**  ***Saskatchewan Health Authority – SK Canada*** | |  | | **Scott Hansen (Asst Secretary)**  ***Mayo Clinic – MN*** | |  | **Shawna Andriese (Auxiliary Board Member)**  ***Renown Regional Medical Center - NV*** | |  |
| **Steve Pleschourt (Past-Pres/Conf Plan Chair)**  ***Mayo Clinic - MN*** | | x | | **Robert Gentry (Membership Chair)**  ***Genova Diagnostics - NC*** | | X | **Brenda Duff (Auxiliary Board Member)**  ***Orange Regional Medical Center - NY*** | |  |
|  | |  | | **Kathy Davis (Sig Coord)**  ***University of Michigan - MI*** | |  | **Jeff Hughes (Member at Large)**  ***University Hospitals - OH*** | | X |
|  | | |  | | | | |  | |
| * **Welcome-Roll Call** | | |  | | | | | **Standing** | |
| * **Announcement of Recording** | | |  | | | | | **Standing** | |
| * **Review of previous meeting minutes** | | |  | | | | | **Approved** | |
| * **Presidents Report – Sonal Pandey (10 mins)** | | | * We will update Bylaws for the   + Strategic Advisory Group: Vote to remove     - Suggestion is to remove this section from the Bylaws   + Social media director description - Approved to add * Michelle may not be able to attend SNUG * Jonathan’s resignation from SNUG effective Nov 1, 2019.   + Request Donna assume the vendor chair role   + Andrea volunteered to assume the VP role. * Small group will be created to discuss possibility of appointing someone to the board to assume open positions: Sonal/Becky/Steve/Andrea/Jeff will meet and discuss options. Noon Friday 10/18. | | | | | * Approved to remove SAG reference from bylaws. * CONGRATULATIONS AND Toodles to Jonny!!! ☹ * Board approved Donna to assume vendor chair position. Jonny/Donna will meet to discuss. * Board approved Andrea to assume the Vice President role and Asst Treasurer role. | |
| * **Treasurer Report – Michelle Precourt (5 mins)**   **Checking (SEPT 2019)**  **Beginning balance     $36,593.05**  **Ending Balance           $35,977.05**  **Current Balance:         $35,961.05**  **Change is**  **09/30/19 \*KRISTINA HELFERTY      -600.00**  **09/03/19   BOFA MERCH SVCS DES:   -16.00**  **10/2/19   BOFA MERCH SVCS DES:   -16.00**  **Savings (Sept 2019)**  **Beginning Balance   $ 83,242.06**  **Ending Balance:       $ 83,246.85**  **Current Balance:      $ 83,246.85**  **Change is   +4.79 interest** | | | * Payment rec’d by Andrea but needs to be resent by SCC * Requested payments made to Payeezy last year | | | | | * Recommend test runs using Payeezy prior to opening up vendor and conference registration. * Request Michelle to check differences between Payeezy and BoA portals. Need to understand whether SNUG needs to keep paying Payeezy. | |
| * **Customer Service Report – Donna Passante (5 mins)** | | | * Response from Jeff Marr on SOGI. They will add it to the exec meeting. * Anomaly Query – waiting for Soft’s rollout schedule * Timeline on availability of fixes | | | | | * Discussed during other call. | |
| * **Sig Coordinator Report – Kathy Davis (5mins)** | | | * Kathy will work with Jeff to make sure that all board members and all users receive the SIG emails * Kathy following up with Jeff on the audit of enhancement requests | | | | | * Andrea will get an update from Kathy. | |
| * **Membership – Robert (1-2 mins)** | | | * Robert will reach out to Jeff to ensure the membership signup is removed. | | | | | * Sonal reached out to Jeff to get membership signup removed. | |
| * **Conference Planning – Steve Pleschourt (5 mins)** | | | * Theme and Tagline **THEME**: Sharing The Vision   **TAGLINE**: Clear Solutions | Embracing Innovation   * Keynote Speakers: * Jeff Karges (Eagles Talent) has agreed to a $7,000 total expense (includes travel, etc.) * Waiting to put together the options for speakers * SWAG: proposed budget is $12,000 * Creating proposal with Kelley | | | | |  | |
| * **Social Media Chair – Becky Schran/Jeff Hughes (10 mins)** | | | * Town Hall Q&A working with Briana * Posts already on the SNUG FB, next posts * Next steps? Start LinkedIn? | | | | | * Information being posted on Social Media about Webinars, Anomaly Query, Question of the Week. * Remember that we cannot control who does and does not join the call. * Jeff stated LinkedIn page is up and running. Need to work to understand how to make updates on those pages. | |
| * **SugarSync Replacement – Jeff Hughes** | | | * Documents transitioned to Smartsheet | | | | | * Jeff will continue to transition documents to Smartsheet and verify content is correct, and not duplicated. | |
| * **Vendor – Jonny Carlson (10 mins)** | | | * Status of SNUG website update with vendor registration update * Jonny and Donna were reaching out to some new vendors * CLSI * Fisher * Ortho Clinical Diagnostics – ValuMetrix * COLA * MCL (Steve received note that MCL is probably attending.) | | | | | * Email Jonny with any organizations/companies to suggest as vendors. * Jonny to share spreadsheet with Donna. | |
| * **Additional Topics** | | | * Conference Registration | | | | | * Need to share with all clients that they are ALL SNUG members now and there is no longer a MEMBERSHIP FEE. ☺ | |
| **Adjournment:** | | | Meeting adjourned @ 1:00 pm EST | | | | | LINE DROPPED AT 1:00!!! I AM NOT REOPENING… SORRY…  HAVE A GREAT DAY!!!!  THANKS!!! | |