X

SNUG Exec Board Meeting

SNUG MISSION - Pending

|  |  |  |  |
| --- | --- | --- | --- |
| **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!!! |