

VHIMA Board Meeting
March 28, 2008

<i>Topic</i>	<i>Discussion</i>	<i>Action</i>
Members in Attendance	Karen Phipps, Amy Shay, Teri Jones, Kathy Byrd, Cindy Phelps, Loren Wolf, Arnita Perry, Patty Campola, Allison Viola, Marion Swaim	
Call to Order	Meeting called to order by Karen at 10:10am	
Review/Approval of Minutes	Karen requested that February 2007 minutes be approved.	Correction of Swann to Swaim Minutes approved
President's Report	Winter Team Talks/Hill Day Karen reminded board members to submit nominations for board member of the year and distinguished member Karen reminded board members to submit their annual reports.	Patty, Arnita, Linda and Karen will be attending. Board approved payment of additional night stay for Arnita.
Treasurer's Report	Checking - \$51,892.30 Money Market - \$16,867.00 Savings - \$28,968.00 Total: 133, 328.08	
Scholarship	Reviewed 2 applications.	Board approved \$1000 scholarship for each
State Hill Day Planning	Patty – work in progress	
2009 Convention Planning	Arnita-Hotel Roanoke – 4/22, 23, 24, 2009. Crystal Ballroom (upstairs for vendors and meals). Washington Lecture Hall (directly below ballroom) elevator access. Room rate \$139 plus 12% tax (single and double) Hotel has been completely remodeled Loren – Charlottesville - Omni - Can't accommodate 4/22 and 4/23, can the week prior, located downtown mall, room rates \$169, \$6 parking fee. 4/20, 21 can do. Vendor space available Double Tree- remodeled all rooms, free parking, room rates less expensive (range from \$119 thru \$149), accommodate 4/20, 21. Vendor space limited	Tuesday, Wednesday Meeting with Board Meeting on Monday night and vendor set on Monday. Avoid NCHIMA, Easter and Winter Team Talks. Loren will call both Omni and Double Tree and prepare a spreadsheet of comparisons Evelyn will try to obtain corporate check/debit card to avoid pre-billing and establish credit for organization.

Topic	Discussion	Action
Exhibitor Support	Health Information Associates (HIA) will not be exhibiting at our convention. HIA would like to support VHIMA – Suggestions - HIA’s Director of Education as Guest Speaker for Coding Roundtable. - Sponsor Coding Roundtable - Hill Day	Forward suggestions to Loren
2008 Convention Report	Amy – 39 members registered for both days 11 members registered for first day 10 members registered for second day (need up to 69 members to registered to meet board goals) Sold 110 out 150 hotel rooms (20 outstanding) Off by \$21,000 from projected board goal 22 Vendors registered	
Newsletter	Deadline: June 7, 2008 Topics: Winter Team Talks/Hill Day (DC) Annual Convention Scholarship Winners Newly elected Board	Forward articles to Patty
Committee Reports	1. Delegate Report – Kathy: Bylaw vote at annual meeting	
	2. CEC – Marion: Launched national campaign Go to www.myphr.com Final materials available around end April 2008	
	3. Coding Roundtable – Gloria/Paula: N/A	
	4. Membership – Shelia: N/A	
	5. Local Associations – Local Presidents: N/A	
Adjournment	Meeting adjourned @ 11:42am	
Next Meeting	April 22, 2008 – Convention @ 4:00pm	

Submitted: Teri Jones, RHIT, CCS, CCSP
 Secretary

Approved: Karen Phipps, RHIA
 VHIMA President