

## Board Meeting Minutes of Maine Chapter of CSI

### Conference Call

October 16, 2013

Prepared by: Craig Wetmore

Attendees: Doug Rice, Bill Charland, Dick Eustis, Craig Wetmore, Conor O'Brien, Dan Miller, Ron Frazier, David Mains. Troy Johnson

Doug Rice started the meeting at 5 p.m.

1. Meeting minutes from last meeting were voted on and approved (DM and BC)
2. Treasurer's report will be given at the November meeting
3. Vacancy of 1<sup>st</sup> Vice President:
  - Ron Williams has resigned his post of 1<sup>st</sup> Vice President
  - TJ will pick up Ron's tracking of meeting reservations
  - CW to update the Institute on the vacancy
4. Meeting topics:
  - November: Follow up on Maine General Hospital on IPD. David Mains has scheduled and lined up the presenters. Open session of what worked, what did not, and questions.
  - December: All industry meeting in Auburn on December 11<sup>th</sup>.
5. NER
  - The Maine Chapter received \$680 check, which we use to help offset expenses for the Regional Conference. This money is in addition to the amount budgeted. Vote on whether to use this to fund the travel was approved (RF and BC).
    - Dick, Bill, Dennis Pelletier and Denis Lemieux are planning on attending.
  - BC is part of the NER nominating committee. They are searching for nominees for to run for the Institute Director position. November 1<sup>st</sup> is the deadline. DE nominated BC for the position. DR will send an email to Cliff Marvin expressing the Maine Chapter's nomination.
6. Seminar Committee:
  - We are interested in working with the NH Chapter in future years, but not this year.
  - Reviewed the proposal and exchanged ideas.
    - Conference center should be near overnight accommodations
    - DM and DE to work on the PayPal connection for the seminar registrations
    - Northeast Door will take a booth
    - We will invite to attend:
      - Atlantic CSC (DE is a member)
      - NH CSI
      - Post to the NER website (BC)
    - Raise the attendee fee from \$25 to \$50
  - Progress reports will be given at monthly board meetings
  - Vote to move forward and commit funds (BC and RF).
7. Outreach to other organizations

- DE suggested that we learn who in CSI is in other organizations and make them the liaison to those organizations.
8. Meeting voted on and adjourned at 6:06.