

Wisconsin Perfusion Society  
Board of Directors Meeting  
January 9, 2016  
0930-1200  
BJ's Restaurant  
1201 Wisconsin Dells Parkway

To follow:

Wilderness Resort Conference Center, Glacier Canyon Lodge  
Wisconsin Dells

1. Call to Order by Scott Niles at 0954
2. Approval/Additions to Agenda
3. Approval of Board Meeting Minutes (Spring 2015, Fall 2015) Motion to approve Spring Minutes: Scott Niles, Second: Jeff Edwards; Motion to approve Fall Minutes: Jeff Edwards, Second: Jim Bobby
  - a. Continue to have conference calls as an option for meetings.
4. Treasurer's Report (Harry Legaspi)
  - a. Harry's report given by Scott Niles
  - b. We have about the same amount of money as last year; approximately \$25,000.
  - c. Harry suggests keeping the "amounts" and "number of people" the same as last year so that we don't waste money on food.
  - d. Suggestion to Jeff for having gluten free meals available for people.
  - e. Price increase for the registration to occur April 1<sup>st</sup>. We need to make sure Harry/Eric has the website updated to reflect this.
5. Committee and Ad Hoc Assignee Reports
  - a. Membership Committee (Matt Tittl)
    - i. Current registration numbers
    - ii. Registration desk – anyone who can help, please do. iPad and swipe "Square" will be provided by Kirsten. Kirsten will be helping at the table for sure.
    - iii. Fee structure(s) late/on-site registration – Late (\$25): April 1<sup>st</sup>, On-site (\$50): starting Friday, April 15<sup>th</sup>.
    - iv. Resources? Changes? Printer? – Do we have something we can use for a printer? For on-site registrations, we could just use a marker instead of printing the name badges.
  - b. Awards Committee (Eric Rauch)
    - i. Nomination form for WPS Awards

1. Ferries – Mike Christoforo
    2. Cooksey – Dan Stark
  - ii. Recognition
    1. Plaque for Class A 25 years
    2. Bulletin board with Class B achievements
- c. Education Committee (Jim Bobby)
  - i. Room arrangements
  - ii. AV equipment
  - iii. Food budget/menu
  - iv. Vendor exhibits/area/punch cards?
    1. Vendors will exhibit 1200-1730 Saturday
    2. Vendor access for set up by 8 AM Saturday or evening prior
    3. Some kind of punch card and some sort of giveaway – Jeff to decide.
  - v. Complementary rooms to program director(s)
  - vi. Storage space during the meeting still available? Per Jim Bobby – yes, we should still have the board room.
- d. Nomination/Election Committee (Scott Niles)
  - i. Expiring 2 year terms
    1. Vice President (Jeff Edwards)
    2. Secretary (Kirsten Kallies)
    3. Board Member at Large (Antigone Morrison)
  - ii. New nominations due 2 weeks before the meeting – April 1st
- e. Scholarship Committee (Brittany Hei)
  - i. Balance – approximately 5-6 scholarships worth right now. \$2,250
  - ii. Donation box on registration site
  - iii. Criteria
  - iv. Email about the essay has been sent out to all program directors and the information is also on the website.
- f. Manufacturer Liaison (Marianne Pilger)
  - i. Issues – No issues identified at this time.
  - ii. Changes to Vendor display times (noted in c. iv. above)
  - iii. New people interested in helping transition this role?
- g. Webmaster (Eric Rauch/Harry Legaspi)
  - i. Vendor registration available again
  - ii. Dates for the late fees need to be added to the website
  - iii. Mobile website still listing 2013 program. Needs to be updated
  - iv. Repaired

- v. Paypal issues – may need help looking into this.
- vi. Add a box/comment box in order to try to accommodate special dietary needs.
- h. Spring Meeting Director(s) Jeff Edwards
  - i. Speakers / needs
    - 1. Need 15 more speakers
    - 2. Planning on getting more students from Rush and Vanderbilt, Dr. Puca (Dr. Irani), Dr. Weiss (ascending), Dr. Mitchell (his research?), Dr. Woods/Kate Herrmann?, Amber Harmon, other Madison or Appleton area CCPs or MDs?
    - 3. Theme – anticoagulation
  - ii. Posting of date
  - iii. ABCP copy of program for points
  - iv. Speaker/disclosure terms
  - v. Changes to format?
- i. 2017 Meeting Location/ Directors?
  - i. New location for next year
    - 1. Start looking for dates and locations now – lots of options thrown out there for locations all around the state.
  - ii. Possible Directors
    - 1. GB, Wausau, MCW, Appleton
- j. Motion to adjourn: Scott Niles, Second: Jeff Edwards. Meeting adjourned at 1129