

Wisconsin Perfusion Society
Board of Directors Meeting
Sunday, April 9, 2017
Madison Concourse Hotel & Governor's Club
Madison, WI

1. Call to Order by Scott Niles at 1257
2. Attendance: Scott Niles, Harry Legapsi, Matt Tittl, Brittany Finger, Caleb Varner, Kirsten Kallies, Jeff Edwards, Jim Bobby, Marianne Pilger, Antigone Fitzpatrick
3. Approval/Additions to Agenda
 - a. Additions:
 - i. Late Fees
 - ii. Mobile Website
4. \$100 Gift Card to be given to Dr. Murtaza for moving his time from Saturday to Sunday.
5. Committee and Ad Hoc Assignee Reports
 - a. Membership Committee (Matt T.)
 - i. Registration numbers – Members: 107, Vendors: 21, Total: 128
 - ii. “Guest” payment for dinner or food for Friday night. In the past we have had 12-20 guests. We should collect for these people who are here.
 1. Dinner has been \$30 for a guest in the past.
 2. Hors D’oeuvres – suggest \$15 for a guest to come to that on Friday night.
 - iii. We won’t go after the Class A members who didn’t pay their \$10 membership fee.
 - iv. Late Fees:
 1. For Matt Tittl, one week ahead of the event is enough time for him to get badges, etc. made.
 2. Numbers for the event (food, seating, etc.) are somewhat dependent upon the venue and how long before the event they need those numbers.
 3. No late fees for students.
 4. Matt Tittl to add schools to the registration form.
 - b. Awards Committee (Jeff Edwards)
 - i. Class A only
 - ii. Jeff will continue to use Marshfield vendor for the awards in the future.
 - c. Education Committee (Jim Bobby)
 - i. 2017 assessment of Concourse
 1. Discussed feedback that people had – mainly positive.

- a. No long walk, good food, food moved to meeting area, good location for people/vendors, good proximity to a lot of things in Madison, etc.
 - b. Only a few issues with the venue to work out – timing, long line at lunch.
 - 2. Vote to have 2018 meeting at Concourse; motion passed.
 - 3. Jim will look for dates to schedule the meeting for next spring.
- d. Nomination/Election Committee (Scott Niles)
 - i. Election results
 - 1. Scott Niles – President
 - 2. Harry Legaspi – Treasurer
 - 3. Change: Caleb Varner – Board Member at Large
- e. Treasurer's Report (Harry Legaspi)
 - i. Cost estimates (final invoice to be coming from venue)
 - 1. Projected Expenses: \$25,919.16
 - 2. Projected Income: \$26,650
- f. Scholarship Committee (Brittany H)
- g. Manufacturer Liaison (Marianne Pilger)
 - i. Numbers – 21 vendors
 - ii. Issues – Time issues again, funnel attendees into the vendor exhibit by having poster sessions in that room during that time?
- h. Webmaster (Eric Rauch – to be transitioned to Matt Tittl and Harry Legaspi)
 - i. Mobile Website:
 - 1. We need to get this updated and functioning.
 - 2. Matt Tittl and Harry Legaspi will investigate this.
 - 3. We currently pay \$200 for website (both regular and mobile). Jim Bobby proposed that we investigate how much it would cost for a company to take this over. Harry to ask Scott Brown about the company who originally set up AMS website. We will look into cost for other options.
- i. Spring Meeting Director 2018 (Scott Niles)
 - i. Scott Niles volunteered Madison (himself) for this.
 - ii. Resources available – Past information is available on the laptop which is being passed to Scott Niles.
 - iii. Suggestions:
 - 1. Friday night keynote speaker in the same room as the bar area.
 - 2. Move 1 poster session to Saturday at lunch or another time to get CEUs in other times that don't have current CEUs.

3. Time Safeguards – we will build in our own talks that will be shorter to keep us on time in the afternoon (we can go short or we can skip ours altogether).
 4. Get rid of long table up on the podium (just two high tops or high top and small other table).
 5. Ticket given out with name badges for a drawing for Saturday afternoon session to get people back from lunch.
 6. Governor’s Club room information on website.
 7. Brochures: “What to do in Madison when you are here”, Maps of Madison
 8. Caleb – newsletter (Note from the President).
6. Meeting Adjourned at 1436; motion to adjourn by Matt Tittl, second by Harry.