

Wisconsin Perfusion Society Board of Directors Meeting

Saturday, February 1st, 2014

0900-1130

Glacier Canyon Conference Room A

Glacier Canyon Resort and Conference Center

Wilderness Resort, Wisconsin Dells, WI

1. Call to order 0920
Attendance: Scott Niles, Eric Rauch, Jeff Edwards, Kirsten Kallies
Absent: Marianne Pilger, Scott Brown, Shannon Voborsky, Mike Gough, Anna Young, Tom Steffens, Jim Bobby
No additions to agenda
2. Approval of Board Meeting minutes
 - a. September 2013
3. Treasurer's report (Scott Brown - NA)
Report presented by Scott Niles from Scott Brown's report
Announcement: Scott Brown will be giving up his Treasurer's board seat at the Spring meeting.
4. Committee and Ad Hoc Assignee Reports
 - a. Membership Committee (Anna Young - NA) Scott Niles gave the report for Anna.
Announcement: 2014 will be Anna's last year for performing the duties of the Membership Committee. We need to start looking for someone to fill this role.
 - i. Registrations to date – poor to-date, but this is normal for this time of the year.
 - ii. Payment process
 1. Separate page for meeting verification/3rd party payer? – Anna says this is stressful. When someone registers, but doesn't pay (may be due to the person having to verify with employer that they are registered before the employer pays), it gets confusing and the person sometimes shows up at the meeting without having paid; causing conflict.
 2. Generation of receipt – Eric verified that it sends an email receipt to Scott Brown, Anna Young, and the registrant
 3. Feel schedule to encourage early registration
 - a. Late fee + on-site registration fee – Scott Niles discussed the idea of increasing late fee (or having a rolling fee that increases). The idea was well received and we will discuss increasing this fee in the future. This should be discussed and voted on at the annual meeting.
 - iii. Alternative on-site payment options (Square) – This idea was well received. Kirsten will look into getting a method for swipe payment (Square, Paypal triangle, etc.) Kirsten will report back and get this setup for the spring meeting.

- iv. Registration desk volunteer(s) – maybe split into shifts of helping Anna at the desk, maybe Brain Lett’s wife Teri will help out too.
- b. Awards Committee (Scott Niles)
 - i. Thanks to Eric R. for past service
 - ii. Vacancy for this position – Eric will continue to help with this or take over the majority of the duties again after his program directorship this year is over.
 - iii. Key awards – Eric provided this update
 - 1. Ferries – board to brainstorm – Jim Murdock from Marshfield nominated by Jeff Edwards. Jeff will talk to Jim about the award and the presentation. Kirsten suggested Chris Brabant for his years of service as a Perfusionist. Chris recently did a talk at a peds conference about living with a hypoplast (his son) and Kirsten thought this would be an interesting talk to hear.
 - 2. Young; Eric R./Terry Barnes to decide – Dr. Rabindra from Gundersen
 - 3. Nichols – no nominees at this point, but Scott Niles will send out an email to the
 - 4. Cooksey – David Kouri, CCP (IL)
 - 5. Service; Recognition only? – Scott Niles: 25 years: Recognize those Class C members, but no plaque? Plaque for the Class A members. Eric – maybe have a list of those people at 25 years displayed and ask them to sign up to get their plaque sent to them if they want the plaque. Decision: Plaque for Class A members only; recognition for the Class C members.
- c. Nomination / Election Committee (Scott Niles)
 - i. Expiring terms 2014 – everyone should be looking for volunteers for these positions
 - 1. President; incumbent Niles
 - 2. Treasurer: Kirsten Kallies willing to give up the Secretary position for this position (due to experience with this role in past member groups)
 - 3. Board Member at Large; incumbent Hummel
- d. Scholarship Committee (Tom Steffens - NA) Scott Niles presented
 - i. Link to web payment site to allow donation – Like when you get prompted \$3 to an election fund on your taxes. Eric will look into adding this to the payment/registration and how it will go into the bank account.
- e. Government Relations (Michael Gough - NA) Scott Niles reported: No new items to report.
- f. Manufacturer Liaison (Marianne Pilger - NA) Scott Niles reported.
 - i. Manufacturer numbers: 3 registered and paid, 4 more registered but not paid yet.
 - Various grants in various stages of approval and different amounts.
 - New idea: meeting participant passport book to get stamped by the vendors as they move around the room of vendors. The passport book would then be deposited into a box and a name would be drawn for a

prize. Prize ideas: small electronic device (tablet). Prize price: \$200 or less. Eric will look into this and put it in place this year.

- g. Website (Eric Rauch)
 - i. Amendments / updates (4 items) Add: Shannon Voborsky; Update: Kirsten Kallies, Jeff Edwards, and the awards from last year.
 - ii. Expansion formalization of position – Scott Niles: more definition/guidelines for the committee and board positions. Scott will work on this. Website/IT committee to work on electronic meetings. Scott has a volunteer to help out with this new expansion of this committee.
 - 1. Electronic Board Meetings
 - a. “Go-to-Meeting” format set up – Scott Brown says this is very expensive for our needs. We will look into this further – see if there is different pricing based on size, different companies?
 - 2. Regional Perfusion Society Collaboration
 - a. Website host
 - i. Specialist / advisers / speakers
 - ii. Resource collaborations? – sharing speakers, sharing resources/protocols/information, etc.?
5. 2014 WPS Spring Educational Meeting – Presented by Eric Rauch
- a. Program
 - i. Keynote / financial / policy changes – Scott Niles: How are we going to manage this in the future? We should have a more formal policy about this.
 - ii. Complimentary room assignment
 - iii. Speakers
 - 1. Students – 3 speaking openings on Sunday.
 - 2. Update on all the speakers currently in the program
 - iv. ABCP application – to be filed in the next week.
 - v. Slide standard reminders; disclosures
 - vi. Venue layout/walk thru
 - vii. Food and beverage – things will be done basically as it was the last 2 years at this location.
 - viii. Post meeting dates in relevant electronic media
 - 1. AmSECT
 - 2. Perfusion.com
 - 3. Perflist
 - ix. Laptop – Eric will purchase and use for this year’s meeting. It will then pass to the future program directors.

Adjourn: 1136