



**Indiana Association of Medical Staff Services  
Board Meeting Minutes  
June 20, 2023**

TOPIC	ITEM/DISCUSSION	ACTION/DECISION	RESPONSIBLE PERSON (S)
<b>In Attendance</b>	Amee Willhite, President Karyn Delgado, Secretary Brenda Hunsberger, Past President Lisa Five-Coat, Scholarship Committee	NA	NA
<b>Absent</b>	Monica Hollars, Treasurer Cindy Biehl, President -Elect Misty Nash, VP Elect Deborah Brown, Scholarship Committee Amanda Manns, Membership Committee Chair	NA	NA
<b>Call to Order</b>	Call to order at 12:01 pm		A. Willhite
<b>Approval of Minutes</b>	Minutes from March 28, 2023, and April 18, 2023, minutes presented for review and approval.	Motion was made, seconded, and passed to approve both sets of minutes as presented.	A. Willhite
<b>Purpose &amp; Mission</b>	INAMSS Purpose & Mission The purpose shall be to provide a forum for educational activities at a local level.  The mission of the Indiana Association of Medical Staff Services is to: <ol style="list-style-type: none"> <li>1. Promote a positive and professional image for the medical services professional.</li> <li>2. Provide opportunities for networking.</li> <li>3. Create an atmosphere to promote an understanding of the continuous changes in the organizational structure of healthcare.</li> <li>4. Advocate the expertise of the Medical Services Professional.</li> <li>5. Stimulate professional educational activities through formalized workshops and programs to improve skills and competence.</li> </ol>	Information only	A. Willhite
<b>Treasurer Report</b>	Treasurer report presented. <ul style="list-style-type: none"> <li>• It was reported that dues paid on Star chapter for May was \$585.</li> </ul>	Informational only	A. Willhite

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<b>Committee Reports</b> <i>Formal reports are due prior to full Board Meeting.</i>	Review and/or approval of: <ul style="list-style-type: none"> <li>• Bylaws Committee – nothing to report.</li> <li>• Education Committee - nothing to report.</li> <li>• Membership Committee               <ul style="list-style-type: none"> <li>○ It was discussed that May we have 204 members up three members from last 30 days.</li> <li>○ Under email communication on April 26, 2023, it was proposed and approved by the INAMSS board members to send new members of INAMSS a merch gear packet for joining.</li> </ul> </li> <li>• Scholarship Committee – nothing to report.</li> <li>• Website Committee               <ul style="list-style-type: none"> <li>○ Documents added to the website include:                   <ul style="list-style-type: none"> <li>○ Sponsorship forms</li> <li>○ Election ballot</li> <li>○ Sponsor logistics</li> </ul> </li> <li>○ The link was fixed for the Bylaws.</li> <li>○ Cindy fixed the home address to the business address for the sponsorship request.</li> <li>○ Lisa receives an email of the form submissions.</li> <li>○ New member, Kim Mansell, was added to this committee.</li> </ul> </li> <li>• Nominating Committee               <ul style="list-style-type: none"> <li>○ Elections are final by simple majority of votes received within 30 days which would be July 5<sup>th</sup>. We have 191 members and 2/3rds would be sixty votes needed to pass.</li> <li>○ There are three candidates on the ballot:                   <ul style="list-style-type: none"> <li>○ Karyn Delgado</li> <li>○ Misty Seibert</li> <li>○ Cindy Stovall</li> </ul> </li> </ul> </li> </ul>	Informational only	A. Willhite  C. Biehl  A. Willhite  L. Fivecoat  B. Hunsberger          B. Hunsberger
<b>IHA Report</b> <b>IPLA Report</b>	IHA /IPLA Report – <ul style="list-style-type: none"> <li>• Physical therapy was added to the Compaq licenses in April 2023</li> </ul>	Information only	A. Willhite
<b>Old Business</b>	None		
<b>New Business</b>	INAMSS Strategic Goals 2023 <ul style="list-style-type: none"> <li>• Ameer presented the INAMSS 2023 Strategic Goals. Three goals were discussed.</li> </ul>	Motion was made, seconded, and passed to	A. Willhite

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	<ul style="list-style-type: none"> <li>○ Member Engagement: Two lunch and learns are going to be added to the calendar for noon. These meetings will provide opportunities for networking. They will be held for one hour.</li> <li>○ Star Chapter Utilization: Utilize Star Chapter in greater capacity through blogs, forums, newsletter, and communications. January 2023 had 1103 visits per statistics. <ul style="list-style-type: none"> <li>▪ Goal is to increase visits to the site by 3% for 2023.</li> <li>▪ Discussion was held to add MDstaff like a committee on the site.</li> </ul> </li> <li>○ Annual Corporate Sponsor: Implement corporate sponsor program. A solicitation packet was approved by the Board. First solicitation to be sent quarter 4 of 2023. Need to develop a corporate sponsor packet.</li> </ul>	approve the three goals as discussed.	
<b>Adjournment</b>	No business from the floor. The meeting was adjourned at 1:22 pm.	Informational only	All members.
<b>Next Board Meeting</b>	The next scheduled board meeting is July 18, 2023. Virtual conference. Reports are needed by July 11, 2023.	Information only	A. Willhite