



Annual Business Meeting Minutes

Friday, September 22, 2006

- I. Call to Order.** Meeting called to order at 930am by Keith Carlson, Chairman.
- II. Approve Minutes of 2005 Annual Business Meeting.** Motion Dressen, 2nd R. Olson. The 2005 minutes were approved unanimously.
- III. Treasurer's Report.** Keith Carlson, Secretary/Treasurer reported on the audited balance as of 11/1/06. Motion Gutknecht, 2nd Boesen. All ayes.
- IV. Chapter Reports:** Reports on chapter activity were given by the following:
- Arrowhead Chapter: Keith Carlson
 - Midwestern Chapter: Leo Kempf
 - Northern Chapter: Dan Olson
 - Southern Chapter: Greg Smith
 - Twin Cities Chapter: Dave Fashant
- Congratulations to the TCHEA on their Gold Award and to Dave Gabrelcik on CHFM status
- V. ASHE Region 6 Update: Steve Vinopal**
- Report given on ASHE Mission Update and recent Strategic Planning.
 - Introduced the Wisconsin Healthcare Engineers Association Code Committee structure and challenged Minnesota to form a similar committee to facilitate change and provide input on relevant proposed code and regulatory changes.
 - Reported on the ASHE Region 6 Spring Seminar to be held April 17, 2007 in Mankato. Standing Planning committee has been named to provide continuity and reduce conflict with state conference dates.
- VI. Scholarship Awards**
- Three \$800 Scholarship Awards were drawn from the qualifying applications.
- * Courtney Louks, Christina Cimermancic and Joseph Gish are the 2006 Scholarship recipients.



VII. ASHE Scholarship

* Greg Smith, Springfield Medical Center, recipient of the annual ASHE Scholarship reported on these experiences in Boston at the ASHE Conference and Technical Exhibition.

VIII. Old Business: None

IX. New Business

- Financial Auditor. Chair requested the selection of an auditor(s) to perform the annual financial audit. Motion Klein, 2nd Davis to appoint Gary Hempeck and Mike Logas. Carried unanimously.
- Secretary/Treasurer Position. Information only. Carlson reported that with only one year remaining on his three year term, anyone interested in serving should contact him. Renomination attempts were respectfully declined.
- 2007 Conference Dates. Information only. Ken Gutknecht reported on the dates the Northern Chapter has chosen to host next years conferences. The Spring Conference will be held Friday, May 4, 2007 at Grand Casino Hinckley and the Fall Seminar will be held September 12, 13 and 14, 2007 at Shooting Star Casino in Mahanomen, MN.
- Seminar Registration Issue. After discussion at the Executive Council Meeting on 9/21/06 it was decided to bring forth to the general membership, discussion on seminar registration costs for MHCEA members vs non-members. Should non-members pay more to attend? No action taken.
- Logo. Chair presented newly designed MHCEA logo for formal adoption. Official logo will be used on all association documents. Motion by Kempf, 2nd by Smith. Carried unanimously.
- ASHE Drawing Date Change. Greg Smith proposed changing the date of future ASHE Scholarship drawings to the Fall Seminar to allow additional time to book travel and lodging based on his experiences this past year in Boston. Motion by Schroeder, 2nd by Olson to hold the 2007 ASHE Drawing in May but move the 2008 Drawing to the 2007 Fall Seminar . Additionally, instructed the Secretary to reserve rooms in advance for the Spring Drawing winner to attend in New Orleans. Carried unanimously.
- Website Development. Proposal presented by Gary Schroeder to coordinate development and maintenance of the MHCEA website. Secretary will facilitate exchange of information with Roger Friesen. Any costs incurred will be brought to the Executive Council for oversight.

Thank you. Information only. Formal acknowledgement put forth to the Arrowhead Chapter for all their hard work on another successful State Health Care Engineering Seminar.

X. Adjournment: There being no further business, the meeting was adjourned at 10:45am.

Respectfully submitted;

**Keith Carlson,
Secretary/Treasurer, MHCEA**