

**Saskatchewan Health Information Management Association
Annual General Meeting
Gold Ridge Conference Room
North Battleford
Friday, September 18, 2009**

1. Call to Order

The meeting was called to order at 10:35 am.

2. Establish Quorum

There were over 20 active members present, quorum established.

3. Approval of Agenda

No additions/corrections. **Aimee Goss made a motion to approve the agenda as circulated. Seconded by Amanda Helmeczi. Carried**

4. Approval of Minutes

No additions or corrections. **Alice Robinson made a motion to accept the minutes from the Annual General Meeting of September 26, 2008. Seconded by Kathy Braaten. Carried**

5. President's Annual Report

See Melissa's attached report. **Report placed on file.**

6. Executive and Standing Committee Annual Reports

6.1 Past President – See Charity's attached report. **Report placed on file.**

6.2 President-Elect – See Linda's attached report. **Report placed on file.**

6.3 Secretary-Treasurer – See Blaire's attached report which includes the financial statement and the financial comparison report. **Report placed on file.**

6.4 Publication, Publicity and Public Relations – See Nina's attached report. **Report placed on file.**

6.5 Professional Development – See Tammy's attached report. **Report placed on file.**

6.6 Convention Planning – See Sharon's attached report. **Report placed on file.**

7. Old Business

A. Corporate Sponsorship Status and Zone Representative Update

Charity sent out letters to various vendors and got no response. Charity suggested maybe letters need to go to the main offices instead of certain contacts within the business. Also to then do a follow up on these letters to ensure they have received them and get any feedback. Charity also created documents for updating zone rep contact information

B. Annual Fundraising

SHIMA teamed up with CHIMA this year and will be receiving a percentage of the profits from the CHIMA convention in Saskatoon. We haven't received this yet but will be a maximum of \$2000.00. Also anything made for the silent auction and merchandise sales at the 2009 convention.

C. Website Management – See Almir's attached report. Report placed on file.

D. Education Session

Tried to organize a DPG/Case Mix Group education session with CIHI however this did not work out. We need to look through the CPE policy and make sure the education session would be rewarding to members. Also we are looking at going from a coding topic to possibly doing a privacy topic. We are going to be putting together a contest package for the HI & T week this year.

The executive would like to purchase a board for display to use at conventions and career days Charity has inquired about quotes. We would need to have it in a good durable case to transport it. Questions that arose from this, could regions book this board? **Karen Hayduk made a motion to accept. Seconded by Marly Markin. Carried**

8. New Business

A. SHIMA Bylaw Changes 2008/09

See attached bylaw changes

7.1.2, 10.1, 11.1, and 12.1 – Joni Therns made a motion to accept these changes. Seconded by Leslie Olson. Carried.

B. SHIMA Regulation Changes 2008/09

See attached regulation changes

3.2.13, 3.1.1, 1.1, 3.8.1, 12.1, 12.2, 12.3, 12.4, 12.5, and 14.2

C. Promotion of the HIM Profession

Tammy arranged to be part of the career fair at Campbell high school in Regina. Nina got in touch with the radio and newspaper. We are a member of the community radio in Regina now as well. We are hoping to get in touch with more schools and be part of more career fairs.

D. Budget 2008-09

Blaire reviewed the budget for 2009-10 with the members. **Linda Moore made a motion to accept the budget as presented. Seconded by Holly Haugen. Carried.**

E. Alice Rubilee Award

Tammy made a presentation and accepted the Alice Rubilee award on behalf of Brandi Heagyi who was unable to attend.

F. Outstanding Member Award

Tammy made a presentation and accepted the outstanding member award on behalf of Cassandra Klassen who was unable to attend.

G. Nominations/Recruitment for 2009/10 Executive Committee

Nomination for Publications, Publicity and Public Relations as well as Convention Planner were put to the floor. We had no nominations however; Amanda Helmeczi volunteered to be the representative for Publications, Publicity, and Public Relations.

H. Recognition of the 2008/09 Executive Committee

Melissa Jesney thanked the executive for all their work throughout the year.

I. Introduction of 2009-10 Executive

Melissa Jesney introduced the members of the executive:

President – Linda Perrier

President Elect – Kathy Braaten

Secretary-Treasurer- Blaire Johnson

Publicity, Publications, and Public Relations – Amanda Helmeczi

Professional Development – Donna Deutscher

Convention Planner -

J. Installation of President

Melissa Jesney made a presentation and accepted the gavel on Linda Perrier's behalf.

9. Meeting Adjournment

The meeting was adjourned at 11:35 am.

Melissa Jesney
President

Blaire Johnson
Recording Secretary

Date Approved: