



## 2016 Annual Business Meeting Minutes

January 15, 2016

National Harbor, Maryland

12:14 PM – 1:24 PM Eastern

President Ed Dellert called the 2016 Annual Alliance Business Meeting to order at 12:14 PM Eastern Time on January 15, 2016 and welcomed members. Establishing a quorum, President Dellert reviewed the agenda and introduced the 2015 Board of Directors.

Minutes for the 2015 Annual Alliance Business Meeting were distributed to the members for review and approval.

CONSENT			
Agenda Item	Major Discussion	Action Items	Motions (unanimous unless otherwise noted)
A. Approval of 2015 Business Meeting Minutes	Secretary Bruner presented the 2015 business meeting minutes for approval.	<ul style="list-style-type: none"><li><b>Motion V-1</b> (Bruner)</li></ul>	<b>V-1:</b> That the January 2015 Business Meeting Minutes are approved as written. <b>PASSED</b>
STRATEGIC SESSION - BUSINESS			
A. President Update	President Dellert provided an update on many of the 2015 association's activities. Highlights included the transition to SmithBucklin for operational management, the creation of a new mission, vision and 2016 - 2018 strategic plan.  President Dellert announced that CHCP certification program would transition to the Alliance in 2016.		
B. Vice President Update	Vice President Addleton provided a biographical report and his goals for the future of the association as the incoming President.		
C. Treasurer Update	Treasurer Kawczak reviewed the 2015 Finance Committee actions and presented the 2015 forecasted YE financials. He reported that the association has recovered from a deficit position.		

	Treasurer Kawczak also presented the highlights of the 2016 operational budget.		
D. Secretary Update	Secretary Bruner presented an update from the Governance Committee. In 2015, the committee amended and presented for approval bylaw changes, reviewed and approved Board of Directors and committee job descriptions, and will continue to discuss possible organizational governance restructuring.		
E. Foundation President Update	Foundation President Sulkes recapped the Foundation activities.  Foundation President Sulkes provided a progress report on the QIE Initiative Phase II and shared the potential goals for Phase III in 2016.		
F. Executive Director/CEO Update	Executive Director/CEO Kendall-Ellis provided a review of her first nine months highlighting the operational stability and staff team development. Volunteer opportunities, benefits, educational resource improvements, and the opportunities for 2016 were noted.		
<b>GENERATIVE SESSION - BUSINESS</b>			
A. Question and Answers	Board Officers & Executive Director responded to member questions and comments in an open forum.		
<b>SWEARING IN OF OFFICERS</b>			
A. Swearing in of Officers	Alliance: President Dellert swore in Bob Addleton as President, Gayla Bruner as Vice President, and Bina George-Figueroa as Secretary.  Foundation: President Sulkes swore in Ed Dellert as President, Gayla Bruner as Vice President, and Bina George-Figueroa as Secretary.	2016 Board of Director Officers for the Alliance and the Foundation assumed their offices on January 15, 2016.	

**Meeting adjourned at 1:24 PM Eastern Time**

Respectfully submitted by:



Gayla Bruner, BSN, RN  
Secretary