



## **AGENDA – Executive Committee Board Meeting**

Wednesday, June 16, 2021 - 6:00 p.m. Zoom

In attendance: Paul Bozyk, MD, Sharon Geimer, MD, Ashok Gupta, MD, Jason Schairer, MD, Cindy Dady

Meeting began at 6:06 p.m.

### **Executive Director Update**

Cindy discussed the salary options for the two Executive Director candidates and the Executive Board said that both salaries were within the budget.

Cindy told the EB that currently she uses her credit card to pay for items for OCMS. She wanted to know if once she leaves how do they want to handle expenses. They agreed to apply for a company credit card. They said that two or three people should be authorized to use the card. Cindy will contact Comerica about applying.

Cindy asked if the new director would be immediately taking over managing all the financials including payroll and QuickBooks. The EB agreed that they would and that the accounts would have to be monitored for the first few months. Cindy said that if either candidate does not know how to do QuickBooks that she will train them.

Cindy said that we will be taking Sharon Geimer, MD, OCMS immediate past-president, off the Comerica and Stifel accounts and adding Jason Schairer, MD, president-elect as the new account holder.

### **OCMS Office**

Cindy said that the construction that was needed on the new office has been completed. She said she will receive the keys next week and they can start moving items in if we want to. She said that the IT will be set up next week also. She mentioned that she had purchased new desks and a new table for the front reception area. She said that she

needs to buy a new refrigerator. She said she is listing all the furniture at the old office and hopes to get rid of most of it but might end up having to donate it.

### **MiACCT (Michigan for Advancing Collaborative Care Teams)**

Cindy mentioned the new initiative from MSMS that focuses on building a coalition of health care providers who are both united and committed to growing, strengthening, and preserving the physician-led health care team. Cindy forwarded the information to the EB. She said she had already told MSMS they would participate. A discussion was started regarding the CRNA bill that is currently in the Senate.

### **2021 Dues – Stifel transfers**

Cindy mentioned that due to the shortage in membership dues this year they had to recently take a withdrawal from the cash funds at Stifel. She said at this time the withdrawal was for \$50,000 to help cover moving costs. She hopes we will not need another withdrawal before September when dues start coming in.

### **2021-2022 Budget items**

Cindy said there are no real big ticket budget items for the 2021-2022 fiscal year. She said that she will be putting it together in the next couple weeks to share with Doctor Gupta, then will pass it before the EB before discussion with the entire Board at the July meeting.

### **July Meeting - Annual Meeting – Virtual vs. in-person**

Cindy asked if the July meeting can be in-person. The EB said it should be fine and Doctor Geimer asked if we could try to have it outside. Cindy said she would call Roadside B&G and see if they have the date available (July 20<sup>th</sup> is next Board meeting date). The EB was unsure about the annual meeting still. Doctor Bozyk checked and the MSMS Scientific meeting will still be virtual. Cindy said we can discuss at the July meeting and come to a decision then.

### **Strategic Planning Session**

Cindy brought up the request from Doctor Bozyk for a strategic planning session. Cindy said we are running short on time to have before the new director starts. Doctor Bozyk suggested maybe we should have the session after the new director starts. Cindy said that was a good idea because she would learn some ideas from the discussion and might have some valuable input.

Meeting ended at 7:04 pm to allow for vote on Executive Director candidates.