

## WCMEA BOD MEETING MINUTES

JUNE 10, 2018

Chula Vista Resort- Wisconsin Dells

**CALL TO ORDER:** The meeting was called to order by President Angela Hinze at 1715 hours.

**ATTENDANCE:** An attendance sheet was passed. Those members signed in as attending: Jen Schroeter (Kenosha County), Chris Nehring (Sheboygan County), Joe Morovits (Crawford County), Rory Groessl (Kewaunee County), Angela Hinze (Columbia County), Dr. Agnieszka Rogalska via teleconference (Dane County), Jessica Blahnik (Marathon County), Patty Schachtner, Barry Irmen (Dane County), Scott Rifleman (Portage County), Tom O'Connor (Fond du Lac County), and Barry Busby (Winnebago County).

**APPROVAL OF MINUTES FROM APRIL 20, 2018 BOD MEETING:** Minutes reviewed and discussed. Joe Morovits makes a motion to approve minutes. Chris Nehring seconds. No discussion. Motion passed unanimously.

**PRESIDENT'S REPORT:** Angela Hinze reports that she has been working with the nomination committee. There are two vacant officer positions, and only one nominee for each of the remaining positions. She explains that because of the vacancies the voting timeline was not met, and an absentee ballot was not distributed to the membership. She states that she will appoint individuals to fill the vacant officer positions, and calls for a BOD meeting at 1700 hours on June 12, 2018 to discuss and approve the appointments.

The election process will remain as is. The language in the bylaws needs to be changed to eliminate absentee voting and accepting nominations from the floor. The information will need to be distributed to the membership according to the timeline noted, and voted on at the next annual meeting.

Angela reports that she had been notified by Joyce Kratz with Donate Life. There are issues with the "Yes I Will Wisconsin" website. Joyce will keep her posted regarding the timeline.

Angela also reports that she has reached out to the coroner offices throughout the state in an attempt to find out which counties are transitioning to medical examiner offices, and which counties have new individuals running for election. She states that she plans to update the WI map for the website with the information.

**1<sup>ST</sup> VICE-PRESIDENT'S REPORT:** Chris Nehring reports that he has 59 attendees registered for the conference and 11 vendors. He states that he purchased flashlights for the give-away item, and that there are prizes for daily drawings ranging from gift cards to merchandise. He has games planned for each day to choose the prize winners. Chris requests assistance with organizing the conference folders following the meeting.

**2<sup>nd</sup> VICE-PRESIDENT'S REPORT:** PJ Schoebel is absent (excused). Angela reports that she received an email from PJ indicating that three student papers were accepted "as is". He indicated that the students are expected to arrive on Tuesday for their presentations.

Dr. Rogalska indicates the need for the WCMEA to establish formal guidelines/criteria regarding student papers and posters for future conferences. Everything from registration, submission, presentation, etc. needs to be considered and decided on for the benefit of the WCMEA as well as the students who wish to participate.

Angela reports that she will work with PJ regarding membership renewals, as we are nearing the end of the fiscal year.

**SECRETARY'S REPORT:** Kalynn Podoski is absent (excused).

**TREASURER'S REPORT:** Rory Groessl provides an account summary (see attached) which indicates the beginning balance as of July 1, 2017 is \$39455.17. Rory reports that the largest expense for this last year as been the lobbyist at \$21,000. He states that the WCMEA should be able to recuperate funds without the lobbyist fee moving forward. He reports that the WCMEA currently has \$32564.26; however, the conference expenses will have to be factored in. The invoice is not expected for a few weeks.

**SERGEANT-AT-ARMS REPORT:** Joe Morovits has nothing to report. Defers to merchandise committee report.

**MEMBER-AT-LARGE REPORT:** Not yet appointed.

**PAST PRESIDENT'S REPORT:** Jen Schroeter has nothing to report. Defers to new business.

**TRUSTEE REPORTS:** Patty Schachtner has nothing to report. Jessica Blahnik has nothing to report. Dr. Rogalska reports that she has a splash screen for the conference and work on updating presentations and vendor information. She states that the splash screen will assist in keeping presentations on schedule and allow for smooth transitions between presenters.

**OFFICER REPORTS:** Joe Morovits makes motion to accept officer reports. Rory Groessl seconds. There is no further discussion. Motion passes unanimously.

**LEGISLATION COMMITTEE:** Angela reports that the arrangement stands where Barry Irmen will share with the BOD legislative information that is passed along by the Dane County lobbyist.

**WEBSITE COMMITTEE:** Barry Irmen provides BOD with extensive list of items to be considered for either updating or eliminating. He requests that the information be reviewed and feedback be provided. Barry welcomes additional ideas for the website. He walked BOD members through site navigation. He informed the BOD that there are Google alerts set for interesting deaths/cases throughout the state as well as nationwide. He states that members will have to re-establish their account & subscribe to the email list. He informs the BOD that he is working with the webmaster regarding online payment capabilities.

With the projector and screen available, Barry and Rory provide a quick tutorial with Dr. Rogalska on the splash screen and how to upload and operate presentations.

**NEWSLETTER COMMITTEE:** Jen Schroeter reports that only one issue had been released for 2017. Due to the added length, the last newsletter went out via email only to eliminate any costs for printing/mailing. Jen is currently working on ideas for the next newsletter. Barry requests that the President's Letter be sent to him to post on the website.

**MERCHANDISE COMMITTEE:** Joe Morovits reports that new items were ordered. He informs the BOD that polo shirts and fleece jackets were ordered in women's sizes. He explains that the BOD had approved \$800 to spend, and due to miscommunications, the total cost was over the approved amount. He reports that the cost was \$2100, and that the invoice has been forwarded to Rory for processing/payment.

Joe requests a suggested selling price for the new items. It was decided that each item would be sold for \$35.

**COMMITTEE REPORTS:** Jen Schroeter makes a motion to accept committee reports. Joe Morovits seconds. There is no further discussion. Motion passes unanimously.

**OLD BUSINESS:** N/A

**NEW BUSINESS:** Jen Schroeter states that the proposals had been received from multiple venues for 2019 conferences. These proposals had been sent to the BOD via email for review prior to the meeting. Jen looks to the board for input. Angela and Jen indicate that, based on past experiences, Chula Vista has been easy to work with and very accommodating to the WCMEA. The BOD agrees. There is concern, as Chula Vista could not commit to dates in January 2019 at this time. It is recommended that Jen reach out to the hotel contact to see if possibly early February. She states that she will request a meeting, and Angela will attend as well.

Joe Morovits makes a motion to utilize the Chula Vista Resort if the property is able to honor winter 2019 dates, and is able commit to two or more years. Rory seconds. No further discussion. Motion passes unanimously.

**ADJOURN:** Jen Schroeter makes a motion to adjourn. Rory seconds. There is no further discussion. Motion passes unanimously.

Respectfully submitted,

*Jennifer Schroeter*

WCMEA Past-President (filling in for Secretary Kalynn Podoski)