

Health Professions Network
Business Meeting
Minneapolis, MN
April 27, 2007

The Business Meeting for the Health Professions Network was held at 3:00 pm on Friday, April 27, 2007 as scheduled in the Spring 2007 meeting agenda.

1. History of incorporation: Virginia Pappas reviewed the history of HPN and the reasons for the recent incorporation. The HPN bylaws were approved by the participants at the Fall 2006 HPN meeting.
2. Policies and Procedures: Over the past 6-months the Board of Directors wrote the policies and procedures for HPN and job descriptions for the officers. The final drafts of the policies and procedures and job descriptions were distributed via email to the HPN participants prior to the Spring 2007 meeting in order to provide time for review. The Board approved the final draft at the April 26, 2007 board meeting. The HPN Business meeting was an opportunity for participants to voice concerns about the policies and procedures and job descriptions. Below are the comments, discussion and revisions:
 1. The board reimbursement policy was revised to better reflect the reality that board members are not reimbursed for time or other indirect expenses.
 2. On page 7, the board *shall* evaluate annually.
 3. The Treasurer job description will include submission of IRS report annually. This may be included in the other financial activities at the Society of Nuclear Medicine.
 4. Does the Board of Directors need to explore liability coverage? The board will discuss that in conference call.
 5. A Nominating Committee needs to be formed to develop a slate of Board officers for Fall 2007. Greg Morrison agreed to chair this committee. There was a call for volunteers. No initial response during the business meeting. Interested individuals were asked to contact Greg.
 - i. A template for nominations will go out to the membership.
 - ii. Discussion included qualifications, limiting number of board members from a given organization, goal of diversity, board members serve HPN.
 - iii. Motion: The procedure of the Nominating Committee is to fill the board with only one representative per organization if possible. If not possible, the committee will go to a second tier of candidates that would include representatives from organizations already represented on the Board.” Motion passed.
 - iv. Motion: To accept the board member qualifications as described in the document provided with minor edits. Motion passed.
 6. Bylaws Committee: A Bylaws Committee needs to be formed to review and recommend changes to the bylaws. Stephanie Ellingson has agreed to chair this committee. The members were asked to volunteer if interested in serving.

3. Membership Committee:
 1. Fred reviewed the letter and membership application. The Bernard Hodes project will be added to the letter, as will the number of health professions organizations represented by HPN.
 2. Policies and procedures were editing to include government agencies and not for profit foundations.
 3. The affiliate member description was edited to include any other organization that does not meet the definition of a participating health professions group.
 4. Motion: Approval of the policies and procedures for the Membership Committee. Motion passed.
 5. A recommendation was made that participants make personal contact and invite other organizations to become active.
4. Financial Report
 1. Dan Olson presented the financial report and distributed copies.
 2. Dan asked for one additional volunteer for the finance committee.
 3. There were discussion and brainstorming for ways to increase out revenue.
5. Bernard Hodes Project
 1. Judy Simpson presented information about the Bernard Hodes project.
 2. She asked for volunteers, she needs 5 strongly committed people.
 3. There is a July 1 deadline for development of the next phase in the project.
6. Announcements:
 1. World Congress of Health Professions meeting in Australia March 26-29, 2008.