



**Board of Directors Meeting
July 18, 2024
1:00-4:00 PM ET
Virtual Meeting Via Zoom**

MINUTES

- Present:** Voting board members: Genevieve Melton-Meaux (Chair), Gretchen Purcell Jackson (Past Chair), James Cimino (Treasurer), William Brown, Kenrick Cato, Aarti Chandawarkar, Arlene Chung, Peter Elkin, JaMor Hairston, Tiffany Leung, Julia Adler-Milstein, Rachel Richesson, Victoria Tiase, Li Zhou, Deepti Pandita, Oliver Bear Don't Walk, IV
- Non-voting, ex-officio board members: Amanda Hanova (Interim CEO/COO)
- Excused:** Philip Payne
- Staff:** RaeLynn Gochnauer, Natalie Bisbee, Jeff Williamson, Stephanie Brendel, Brandi McIntyre
- Guests:** Rosie Ward
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I. Welcome and Call to Order

Dr. Melton-Meaux welcomed board members and called the meeting to order at 1:02 PM ET. A quorum was recognized.

Dr. Melton-Meaux requested that any new conflicts of interest be disclosed. No new conflicts of interest were disclosed.

Dr. Melton-Meaux welcomed new AMIA staff and provided an overview of the meeting agenda. No additional or new items for discussion were identified.

II. Consent Agenda

A motion was made and seconded to approve the consent agenda with the removal of the Comped Registration Policy. Motion passed.

Mr. Williamson and Ms. Hanova provided background information and answered questions related to the new policy and the rationale behind its creation.

A motion was made and seconded to approve the Comped Registration Policy as written. Motion passed.

III. CEO Search Process

Guest Rosie Ward joined a closed session to discuss the upcoming CEO Search process.

IV. IS2026 Venue Selection

Ms. Bisbee and Mr. Williamson provided an overview of the options for locations for the 2026 Informatics Summit.

The Board noted the Selecting Venues for AMIA Events and Conferences: Guiding Ethical Principles whitepaper and discussed several factors including location, safety, weather conditions, and access to health care.

A motion was made and seconded to empower the meetings team to negotiate the contract - identifying the best deal for AMIA. Motion passed.

V. IOR Plan – Assessments/Contact Report

Mr. Williamson provided background information on the creation of the framework for tracking, evaluating, and maintaining partnerships and interorganizational relationships. A Contact Report has been developed and will be implemented organization-wide.

VI. Meet the Editor at Symposium 2024 – Update

Mr. Williamson updated the Board on the proposed plan for editor meet and greets at the upcoming Symposium. Next steps include working with the Publications Committee for input.

VII. First Draft FY2025 Budget

Ms. Hanova and Ms. Brendel provided the Board with information on the process for creating the first draft budget for FY2025.

The following information was discussed:

- Budgeting timeline and milestones;
- Methodology for the creation of a first draft budget;
- Educational products pricing.

Next steps, the first draft budget will be reviewed by the Finance Committee. Following their input, an updated budget will be reviewed with the Board at the September 12th Board of Directors meeting.

VIII. AI Product Education and Programs

Ms. Zhou and Mr. Hairston presented information to the Board on a plan to deliver education in AI for the biomedical informatics communities.

Staff were asked to continue developing the education with a small group of members and to update the Board at the September 12th Board of Directors

meeting.

IX. Old Business

Mr. Williamson provided the Board with an update on the previously approved request to bid hosting NI 2028 in conjunction with Symposium 2028 in Las Vegas.

The bid was successfully submitted and will be presented by Mr. Williamson and others in Manchester on July 28th.

Updates will be provided to the Board as they are received.

Additionally, Mr. Williamson informed the board that the contract for the previously approved 2028 Symposium in Las Vegas is in review with legal counsel.

X. Executive Session

The Board of Directors met in Executive Session.

The meeting adjourned at 4:00 PM.

Respectfully submitted,
Genevieve Melton-Meaux, MD, PhD
AMIA Board Chair