



Board of Directors Conference Call

January 18, 2024

1:00-3:00 PM ET

AGENDA

Zoom Meeting

<https://us02web.zoom.us/j/88344210340?pwd=dIREWEkreXRkTE9aZjdNNmlsbnBkQT09>

Meeting ID: 883 4421 0340

Passcode: 108377

Dial In: (301) 715 8592

- | | | |
|------|---|------------------------------|
| I. | Welcome and call to order (5 min) | Melton-Meaux |
| A. | Disclosures of Conflicts of Interest | |
| II. | Consent agenda (5 min, p. 3) - ACTION
November 2023 Financial Package
2024 KPI Dashboard
2024 Chair Appointments and 2025 SPC Chair
November 2023 Meeting Minutes Approval | Melton-Meaux |
| III. | Committee Charter Discussion (20 min, p. 99) – ACTION
(Governance, Nominating, Finance, Audit, Ethics) | Payne |
| IV. | AHIC/Metacred Update (15 min, p. 114) | Hanova |
| V. | Review of orientation materials (60 min) | Melton-Meaux/Tolpegin/Hanova |
| A. | Orientation Slide Deck (p. 115) | |
| B. | Frequently Asked Questions (p. 141) | |
| C. | Resource Materials | |
| 1. | AMIA Bylaws (p. 146) | |
| 2. | Conflict of Interest Instructions to Disclose in Your Profile (p. 153) | |
| 3. | Board guide to strategic discussions (p. 155) | |
| 4. | ASAE board leadership supplements (p. 156) | |
| 5. | AMIA 2020-2025 AMIA Strategic Plan (p. 174) | |
| 6. | 2024 Executive Committee and Board meeting schedule (p. 176) | |
| 7. | Governance Structure (AMIA Org Chart) (p.177) | |
| 8. | Governance Manual (updates planned) (p. 178) | |
| 9. | Committee Reporting Schedule (p.195) | |
| 10. | Committee Chair Position Description – (updates planned) (p. 196) | |
| 11. | Board Liaison Position Description – (update planned) (p. 198) | |
| 12. | Board Liaison Assignments (p. 199) | |
| 13. | Staff Liaison Position Description – (updates planned) (p. 200) | |
| D. | Online board community http://connect.amia.org | |
| E. | Board member and senior staff email distribution list 2024BOD@amia.org | |

VI. Executive Session (15 min)

Melton-Meaux

VII. ADJOURN

A friendly reminder to extend invitations to potential guests for our upcoming March meeting. Your participation in inviting guests plays a crucial role in enriching our discussions and fostering diverse perspectives. Your efforts in expanding our discussions are greatly appreciated.

2024 BOARD MEETINGS

Jan. 18 (board orientation)

Mar. 28 (1:00 pm-3pm ET)

May 20 FTF (8:00 – 4:00 pm CT) F2F in person at CIC24 in Minneapolis)

July 18 (1:00 - 4:00 pm ET) (review of new initiatives/operational planning to inform budgeting process by staff)

Sept. 12 (1:00 - 3:00 pm ET) (budget review)

Nov. 9 FTF (9:00 – 5:00 pm PT) & Nov. 10 FTF (8:30 – 12:00 pm PT) (F2F in person at AS24 in San Francisco)
(committee/WG presentations)

Dec. 12 (1:00 - 3:00 pm ET) (budget approval)