

**Board of Directors Meeting
May 19, 2025
Hilton | Anaheim, CA
9:00 AM – 4:00 PM PT**

MINUTES

Present: Voting board members: Genevieve Melton-Meaux (President/Chair), Philip Payne (President/Chair-Elect), James Cimino (Treasurer), Julia Adler-Milstein (Secretary), Oliver Bear Don't Walk, IV, Aarti Chandawarkar, JaMor Hairston, Tiffany Leung, Deepti Pandita, Marylyn Ritchie, Rachel Richesson, Victoria Tiase, Li Zhou

Non-voting, ex-officio board members: Amanda Hanova, CEO

Excused: Will Brown, Arlene Chung, Peter Elkin

Staff: Stephanie Brendel, RaeLynn Gochnauer, Eduard Herman, Katherine Krause, Brandi McIntyre, Reva Singh, Jeff Williamson

I. Welcome and Call to Order

Dr. Melton-Meaux welcomed board members and called the meeting to order at 9:00 AM PT. A quorum was recognized.

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

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

II. Consent Agenda

A motion was made and seconded to approve the consent agenda, with the item related to the 25x5 Task Force Restructure removed for discussion. The consent agenda included the following items:

- January 2025 Financials
- February 2025 Financials
- March 2025 Financials
- Committee, Council & Forum Charters
 - Academic Forum
 - Accreditation Committee
 - American College of Medical Informatics
 - Awards Committee
 - CE/Professional Development Committee
 - Doctoral Dissertation Awards Committee
 - Fellows of the American Medical Informatics Association
 - Student Paper Competition Committee
 - Women in AMIA
- Journal and Publications Committee: JAMIA Editor-in-Chief Search
- Promotional Blackout 30 Days +/- AMIA Conference Policy

- Scientific Program Committee (SPC) Roles and Competency Framework
- AMIA Education Update
- Task Force Updates
- Date Change for Annual Symposium 2030
- Decisions/Actions Since March 20
- Contact Reports

The recommendation for the 25x5 was not approved as presented. The Board discussed the evolution of this task force, considering the ongoing importance of reducing documentation burden, that this is an active and engaged group, and how to best harness the energy and involvement in this topic.

The Board charged the 25x5 Task Force, in consultation with the Governance Committee, to create a plan for transitioning to a working group. The plan, to be implemented within one year, should include milestones, and workstreams aligned with AMIA's existing committees (e.g., policy and burden reduction workstreams will be moved to PPC) when appropriate.

MOTION PASSED

III. Membership Dues Transformation

AMIA Senior Vice President of Membership and Strategic Development, RaeLynn Gochbauer, presented the Board with the results of the individual membership structure review, which was assigned at the September 4, 2024, Board Meeting. Membership structure, pricing benefits, classifications, competition, and retention were examined. Six recommendations were made:

1. A new, free digital membership for new members, offering limited benefits and valid for one year. After the initial year, it will be priced at ten dollars each year. Effective for the 2026 membership cycle.
The Board asked AMIA staff to explore digital benefits (minimal cost options), including Hill Day access, access to AMIA Connect (General Announcements only), and to eliminate the recommendation a \$10 fee after the first year.
2. A new, bulk membership option that provides a 25% discount on purchases of at least twenty-five individual members from the same institution. Effective for the 2026 membership cycle.
The Board requested that tiers be explored for the bulk option.
3. Reduced Retired rate. \$185 to \$100; to retrain our most distinguished members. Effective for the 2026 membership cycle.
The Board asked that AMIA implement an option for members to pay for ongoing emeritus/lifetime membership.
4. Increase the Young Informatics Professional rate from \$220 to \$240 to align with AMIA's pricing philosophy and guidelines. Effective for the 2026 membership cycle.

5. Modify membership classifications for Students and Young Informatics Professionals. Effective for the 2026 membership cycle.
 - a. Young Informatics Professional eligibility: open to graduates within 18 months of graduation and available for up to three years.
 - b. Student eligibility: enrolled in a degree program (bachelor's, master's, doctorate, residency, or fellowship) and available for up to four years.The Board requested clarifying language and proof of enrollment in a formal training program or degree-seeking program, expanding the four-year specification for students to include training beyond that specific to Informatics.
6. Reclassify membership tiers, effective for the 2026 membership cycle:
 - a. Regular to Professional
 - b. Young Informatics to Early Career
 - c. Retired to Emeritus
 - d. Student to Student/Trainee
 - e. Lifetime remains the same

A motion was made and seconded to approve the membership transformation recommendations with Board input/considerations included.

MOTION PASSED

IV. Advancement Committee Leadership Development Evaluation Recommendations

The Advancement Committee was charged by the Board in November 2024 to review two leadership program proposals. Upon review, the committee recommends that the Board not accept either program due to program scope limitations, fees, etc.

Following discussion, a motion was made and seconded to charge the Advancement Committee with the following:

1. Complete inventory of internal leadership development opportunities.
2. Development of an action plan to be delivered by July 2025 and implemented over the next 12-18 months to identify gaps and problems to be solved in order to frame member needs:
 - Conduct a "snap poll" of members to inform this planning process.
 - Ask the committee to provide recommendations on how to accelerate their work
3. Look at the membership and leadership of the Advancement Committee
 - Support "cross-fertilization" of ideas from historical or concurrent efforts in this space

MOTION PASSED

V. Denver 2026 Meeting Planning Update

AMIA Chief Operating Officer, Stephanie Brendel, and Senior Vice President of Education and Interprofessional Activities, Jeffrey Williamson, presented the Board with information on the upcoming 2026 combined Informatics Summit and Clinical Informatics Conference in Denver, CO.

A motion was made and seconded to communicate information on the combined event to SPCs immediately, followed by members, and implementation of the plan laid out during the presentation was approved to move forward.

MOTION PASSED

VI. DEI Plan

AMIA Senior Vice President of Policy, Reva Singh, presented information to the Board following the review of AMIA's DEI programming by outside legal counsel at Powers Law. Legal risks were reviewed (not financial or reputational risks), and overall, Powers found that AMIA is following legal best practices, and our legal risk is low.

The comprehensive legal review was discussed, including recommended changes from the attorney and notes for consideration.

A motion was made and seconded to approve the recommended changes from Powers Law, charging the staff and the DEI Committee to prepare additional action items, and co-own the communication plan with an update to the Board at the July 2025 meeting.

MOTION PASSED

VII. Monthly Board Report

AMIA Chief Executive Officer, Amanda Hanova, presented the Board with a draft monthly report that will be sent on the 15th of each month.

The creation and consistent delivery of a confidential Board report to support the execution of their fiduciary duties is a 2025 CEO goal. Developed to report on the activities and operations of AMIA, it includes key metrics (financials, partnership revenue and goals, education activities, conference registrations, membership numbers, etc.), and other important items of note. The report will be delivered via Connect and Board members are invited to direct questions or comments directly to Ms. Hanova or to the staff lead.

Board members indicated their support and approval of the report and requested that staff leads and percentages be included, when applicable.

VIII. Executive Session

The Board of Directors met in Executive Session.

The meeting adjourned at 4:15 PM PT.

Respectfully submitted,
Julia Adler-Milstein
AMIA Board Secretary