



## **Full Board Meeting: November 11, 2010 - Southeast Christian Church, Louisville, KY**

### *Opening Prayer*

Ron brought the meeting to order at 9:35 AM EST.

Ron shared a passage from Hebrews 1:1-4. Ron discussed a devotional about our rich heritage as Christians. Ron asked for prayer requests and the group prayed together.

### *Old Business*

#### 1) Roll call and Minutes - Christine

Roll call was completed.

Present: Nena Lindrose, Fred Eckel, Ron Herman, Sue Hussar, Christine Birnie, Lisa Sims, Greg Carlson, John Cowley, Herb Hames, Dan Hussar, Gene Lutz, Teresa Morris, Luigi DeBoni, Amanda Davis, Bob Watt, Julie McDonald (by Skype)

Guests: Don Belt

Not Present: Keith Allhands, Mark Johnson, Tom Robertson

Approval of the minutes - A motion was made by Herb Hames to approve the minutes from the June 9-12, 2010 minutes. Greg Carlson seconded, motion passed.

#### 2) Brief Reports from the Executive Committee Reports:

- a) President - Ron Herman – See report submitted. Ron's report included a focus on three particular points: increasing the membership and committee involvement, to see the completion of the computer conversion, accomplish strategic planning and get the publications on track. Ron provided an update on the computer system providing information on several systems. A decision was made to go with MemberClicks. They should have this operational by the first of the year. There will be a section for prayer requests, job opportunities and membership database. Membership up to 2 years past delinquent will be captured (up to 1200 entries) and an additional listing for 6000 past members/entries will be stored.
- b) Vice-President (Membership Report) – Sue Hussar – See report submitted. Membership is down from last reports. Current numbers are 440 students, 447 active professionals, totaling 887. We sent out an email blast in September, which we could do more of. Also, informational packets were sent out to selected faculty members we knew were Christians, those in attendance from prayer breakfast. There is a notice in the journal about gifting. Some information was provided about advertising in state or national journals. Other potential opportunities are also listed in the report.
- c) Treasurer (Finance Report) – Nena Lindrose in place of Keith Allhands – See 2011 budget submitted. The annual meeting this year was beneficial to the budget. There is a projected 23,602 in the red. Last year's projection was a larger amount in the red and ended the year with a -\$3000. Nena attributed this to God's grace and blessing, and the board agreed. There was discussion on whether the annual meeting dues should be increased/ reduced. A focus on relationships was discussed, that this is a primary draw for the annual meeting and the

organization. It was also decided that requests for donations for student travel to the meeting should be included in the registration form and a collection at the meeting. The budget was approved by the board for 2011. A motion was made by Luigi, seconded by Fred Eckel - motion passed.

- d) Administrative Director – Nena Lindrose – Nena distributed a report covering her attendance at the student retreat and the computer conversion. She will wait to update members until conversion is on line. Nena commented that she continues to receive great support from PBA, including a work study student one afternoon a week and a student volunteer over the Christmas break. Jim Mitroka and Tom Robertson are supporting the student chapter, which currently has over 35 members. Nena informed the group she was receiving some grant opportunity training and is exploring other new ideas for fundraising options. Herb requested that we reimburse Nena for grant training expenses. A friendly amendment to the budget was proposed to put \$500 in the budget for staff development, retroactive from 2010 and in the future for 2011. Herb made the motion, Gene seconded. Motion passed.
- e) Executive Director – Fred Eckel – Fred reported that the office is managed well by Nena and had nothing else to report.

### 3) Committee Activity Reports

- a) Student Chapter Advisory Committee – Julie McDonald – Skyped in from Alaska – Julie reported that there are 116 student chapters contacted, 69 chapters were active, 29 chapters were considering starting chapters. There are also 10 international chapters, 4 individual international members and she continues to make additional contacts with new schools. The student retreat went well in San Antonio and Shenandoah University is interested to host the student retreat in 2011. Julie has also recently visited the following schools: Harding University, USC, Western University, University of the Pacific, Oregon State University. The handbook has been distributed to advisors. Amanda, head of the National Student Council, gave a report of student activities. They are trying to promote more communication between chapters through a newsletter and a program of awareness on abortifacients. Julie discussed initiatives that are being pursued:
  - Mentor program - engaging professional members in the community – Clarence
  - Promotion of regional interaction between chapters
  - Collaborations with the international chapters
  - Promoting CPFI prayer breakfasts in various states – Tom Robertson
  - CPFI member rotation sites
  - Missions trips/rotations – Mande
- b) Mission Committee – Ron Herman – See attached report. Ron reviewed the report, highlighting the fact that 68 pharmacists to date this year have participated in GHO trips. \$6,100 in funding was provided to support CPFI members on mission trips (tithe fund). Bob Watt provided an update from Paul Kabanga and his work in the Congo. Bob mentioned that Paul has a lot of ideas and excitement, but many of the projects would need funding: promotion of student projects, promotion of the organization, community pharmacy development, update on latest meds, etc. Luigi addressed empowering Paul with a small fund each year out of the budget to support his work. Gene mentioned the idea of a matching donation program. Dan Hussar made a motion that this topic be moved to the executive committee to evaluate and bring back to the board. Motion was seconded by Christine. Ideas were brought forth to provide a small amount of funds to begin, or to help support these efforts.

- c) Annual Meeting Committee – Herb Hames – Herb presented the plan for the annual meeting for next year. It will be June 9 -12, 2011 in Myrtle Beach and the Friday night event will be “Pirates and Dinner” dinner show. Discussion ensued about raising the registration fees. It was thought we might want to wait 1-2 more years before increasing the registration again. On-site registration will be higher at \$295 (\$225 pre-registered). It was recommended that the meal plan be explained so new attendees understand the process. The sponsor a student initiative likely needs some explanation as well. There was a discussion regarding future meeting venues: 2012: June 7-10, 2012 – Glenn Eyrie, CO and for 2013 the group is still looking for ideas. Julie asked about recording or videotaping the sessions at the conference and making them available to student chapters or available on the website. Everyone agreed this was a good idea and will be incorporated into this year’s meeting. Christine discussed the annual meeting evaluation report from the 2010 meeting that had been sent out prior to the board meeting. Of the 51 respondents, the attendees were generally happy with the geographic location (Myrtle Beach), new format (long weekend), having meals included and the time of year (June), with each area scoring at least a 4 out of 5. Approximately half the respondents brought family to the meeting and the majority thought the amount of CE was adequate. Some reported wanting more CE, no one requested less CE.
  - d) Student Scholarship Committee – Dan Spadaro – See report submitted. Three students were recipients of the CPFI Scholarship since our meeting in June. For the calendar year 2010, 10 students were recipients of the scholarships awarded, for a total of \$3000.
  - e) By-Laws Committee – Mark Johnson – No report at this time
  - f) Educational Affairs Committee – Fred Eckel – No report at this time
  - g) Nominating Committee – Christine Birnie – No report at this time
  - h) Publications Committee Report – Ron Herman – Tim Welty has taken over our publications this past year. There have been some problems with the journal, ensuring thorough editing occurs before being sent to the printers. Lisa Simms and Jeff Lewis have volunteered to help with editing and join the publications committee/editorial board. Terry Morris and Susan Lutz volunteered to help as well. Discussion ensued about electronic distribution of the journal and newsletter. Lisa asked about who would be making those policies and processes. Ron will follow up with Tim to create a plan.
- 4) Unfinished Business
- a) Prayer Breakfasts at professional meetings - A speaker for APhA meeting in Seattle in March is needed. Julie Kidd (Oregon), Julie McDonald (Alaska), World Visions speaker and John Watson were some names suggested.

#### *New Business*

- 1) Updates on Strategic Planning – Gene Lutz – Two handouts were provided: Strategic Planning Update and Goals. Gene provided an update on the strategic planning process yesterday. The group decided upon the following mission statement: “Serving Christ and the world through pharmacy.” SWOT analysis, goal setting and key strategies were also accomplished. The group did not decide upon a finalized vision statement. Potentials for goals were suggested and discussed. Discussion ensued on the topic of CPFI as a professional organization or a ministry.
- 2) Continuing Education – Christine Birnie and Ron Herman – There were additional problems this year trying to get the medical missions conference approved for ACPE CE. Campbell University, the CE provider we have used for many years, has informed us that we only had 7 statement credits issued

for the program in 2009. Due to this lack of interest, he was not willing to invest the time in the program in the future. The group discussed whether it was imperative to have ACPE approved CE at the mission conference each year. With more regulations and requirements, increased costs, decreased interest, this is a concern. Also, the physician approved CME can be used in several states. Several commented on the CE for annual meeting, that it was not clear that participants needed to login to the Campbell site within several months to print their certificates. There was a suggestion to place the link to Campbell's CE page on the CPFI website.

3) Balancing the Budget – Brainstorming ideas – Nena Lindrose and Ron Herman – Ron asked the board to think about fundraising ideas, grant opportunities and membership recruiting to help the organization overall. Some ideas:

- Free membership for the first year for any new members. Others discussed different approaches, using a voucher system or a discounted rate.
- Christian pharmacy schools having an “institutional membership” that includes membership for faculty members or registration at annual meeting was discussed. This idea was proposed in the strategic planning goals.
- Send a targeted membership packet to all the pharmacists that have participated in GHO trips.
- Advertise in a journal. Sue to make a proposal to send to the executive committee for discussion and potential future budget line.
- Prepare a promotional DVD for the organization that board members and others could distribute.
- John Cowley mentioned a story about taking out a small advertisement in the New York Times for getting help with a school program.
- Advertise on Christian radio stations: XM170 Christian radio - \$25 for 1 minute. KLove or other radio stations could be evaluated.

The group approved \$50 out of the student recruitment fund to be used for the Arizona State Journal publication as an effort towards this.

4) Next Board Meeting –June 9, 2011 at the Springmaid Beach Resort in Myrtle Beach, SC. Details to follow.

#### *Closing Comments*

The meeting was closed in a brief reading and prayer.

The meeting adjourned at 3:30 PM (EST)