

# North Carolina Biomedical Association

## Agenda for Board Meeting Friday, 10 January 2025

Location: SE Biomedical, Granite Fall NC

**Participants: Justin Thompson, Dallas Sutton, Kevin Winnie, Michael McAuliffe, Matt Poplin, Aaron Watts, Sterling Brown, Jamie Holloway, Noah Montoya, Cory Nelson, Davis Wilson**

1. Call to order.....Justin Thompson

10:06

2. Approval of Previous Board Meeting Minutes.....Justin Thompson

Approved; Sterling Brown, Seconded Dallas Sutton

3. Treasurer's Report / Financial Discussion.....Sterling Brown

CEvent Payment Date: ? Contract Terms. Runs through Dec 2025.

- \$9230 Annual Dues. \$500.00 for Event in a box. Proposal to leave

Cvent.

Meet with NCBA Accountants.

Hurricane Funds in Main Account.

Renew CD by February 2025. 46K in each CD.

Discussion: Length of CD incase Money needed

Discussion: If NCBA Needs to cancel/reschedule symposium, Will Resort work with NCBA?

Room Buys if Symposium can't fill Room quota.

Meet with Accountants; Old accountant; Steve, New Accountant; Mark.

Discussion regarding CEvent Account issues:

Transaction Tracking not clear (what's being purchased?)

Recommend improvements in deposit transactions, Registration issues

Discussion about staying with CEvent til end of contract.

Proposal to investigate "American Trade Show (ATS)" as replacement for CEvent.

- Credit Card/Paypal Payment for Registration.

Discussion: NCBA Hurricane donation;

- Codi Nelson nominates Grindstone Ministries.

Motion to Approve; Codi, Seconded Noah.

Send Check this week.

4. Membership Report ..... Kevin Winnie

Nothing new to report.

5. Honorary Members/Bylaws/Mission Statement/etc. ....Justin Thompson

Discussion of establishing an Honorary Vendor. Provide Plaque.

Nominate a vendor?

6. Website Report .....Jeremy Collins

Nothing new to report

7. Committee Reports

A. Hotel: Vendor Shop Upstairs

Contract extended two more years.

26 Aug – Lunch in Concerts Venue.

Room Block – Weekly Reports if we have to increase.

1x Location provides better layout.

Contact Vendors for new layout.

B. Vendors - Contact Vendors for new layout.

C. Marketing/Social Networking.....Mike McAuliffe

Nothing new to report.

D. Education.....Dallas Sutton

1. Management Track                      David Wilson

Budgeting

4x slots open

2. Basic Biomed Track                      Jamie Holloway

7x Open Slots

3. Advanced Biomed                      Jamie Holloway

Mindray – Anesthesia

GE - Anesthesia

8x Open Slots

4. Safety Track                              David Wilson

Joint Commission

Remanufacture or Repair

5. Imaging Track                              Matt Poplin

Direct Med – (Principles of NucMed)

MRI Safety Class

Radiation Safety

5x Open Slots

6. IT Track                                      Dallas Sutton

5x Open slots

7. Standalone Track                      Coli Nelson

City/Location for Social Event – Probo?

E. Golf.....Aaron Watts

Buy Prepaid Gift VISA cards for 2024.

F. Shop of the Year .....Aaron Watts

Discussion about the Nomination process.

G. Scholarship.....Matt Woods

Discussion about the number of times a member can win the Glenn Scales

Scholarship. Change?

Change number of Scholarships to 1x, Rename smaller Scholarships – Revisit

Naming.

Establish 4x \$500.00 Awards for Members that complete CBET Accreditation.

New Business;

Leslie Baltzley – ATS Reviewed Invoice

## Overview of Features

### Post Event Reporting

Floor Plan Management Software - \$1750.00.

- Interactive webpage additional cost.
- Payment – CC/Paypal/PO/Invoice available.

#### Email Invoice/Receipt

If event at Capacity – Waitlist.

Registration for Hotel linked to Passkey (Check with Resort)/Tied to event registration.

Importing Data from CEvent

Discussion: about leaving CEvent. Discount to stay?

- David and Justin to talk to CEvent.

2-3 Year commitment.

8. Adjournment .....Justin Thompson

1:40PM - Move to adjourn Justin, Seconded Noah.