



# Leaders Helping Leaders



## OMGMA Membership Meeting Agenda

Date: Thursday, May 27, 2021

Time: 2:30 PM – 3:15 PM pacific

Location: Virtual, GoToMeeting – [Access Link Click Here](#)

**Called by:** OMGMA President, Greg Sarish, MBA

2:30 PM

- **Welcome and Opening Announcements – Greg Sarish, MBA**
  - Results of Bylaws Vote

2:35 PM

- **Approval of the minutes – Jenna Wiltfong, CMPE**
  - Member Business Meeting, September 2020
- **Review of Financial Reports – Janet Mossman, FACMPE**
- **Items to be ratified by the membership - Christi Siedlecki, MSN, RN, FACMPE**
  - Slate of Officers – term 2021 - 2022
- **Recognition of New President – Greg Sarish, MBA**
- **Other Business**
- **Good of the Order - Membership**

3:15 PM

- **Adjournment – Janet Mossman, FACMPE**

## Oregon Medical Group Manager's Association

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### Annual - MEMBERSHIP MEETING MINUTES

Date: September 18, 2020

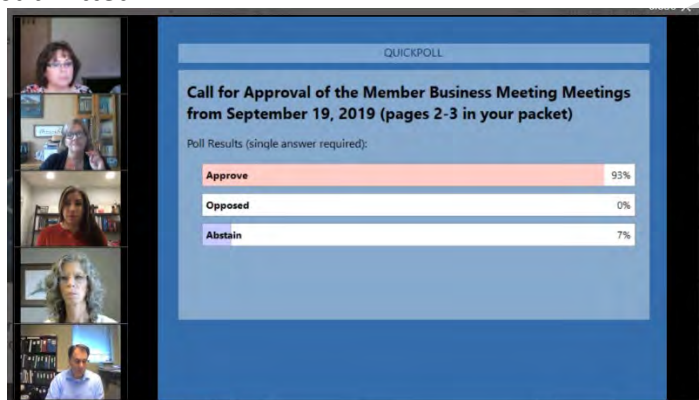
Meeting held virtually via GoToWebinar Platform

36 members were in attendance

**Meeting Called to Order:** by Christi Siedlecki at 12:50 PM and introduced the Executive Board

Christi Siedlecki provided a review of using GoToWebinar for asking of questions or commenting during the meeting and for submission of member votes for recording purposes.

**Review of the Minutes:** by Janet Mossman, OMGMA Secretary. Janet Mossman called for edits or questions on the meeting minutes from September 2019. Greg Sarish made a motion to approve the minutes as written. Motion seconded by Rachel O'Brien. Call for edits or questions. No edits or questions were submitted. Virtual voting launched for members. Meeting Minutes approved as submitted.

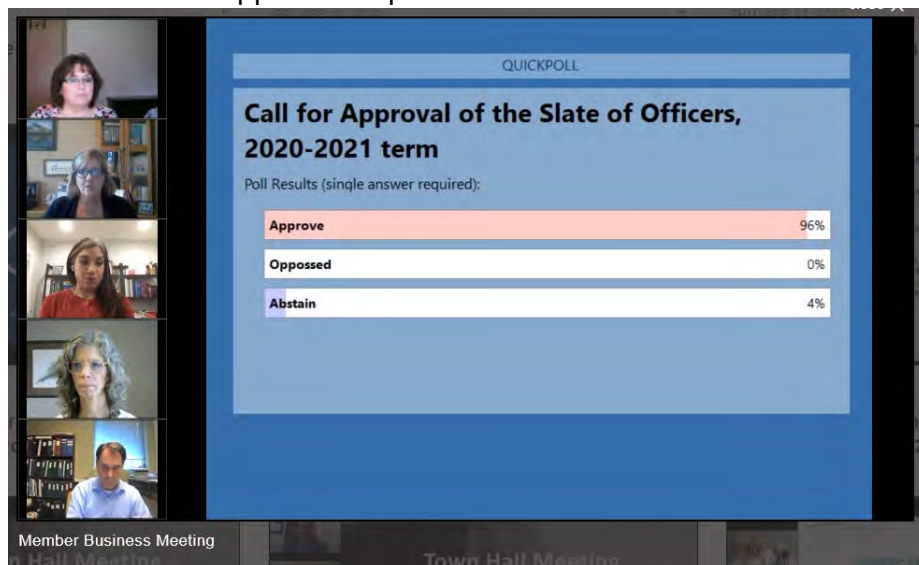


**Financial Report:** Rachel O'Brien reviewed the Balance Sheet and Profit and Loss statements through August 31, 2020. Of note: Balance Sheet shows a sizeable difference in the OMGMA checking account year over year (2019 \$134,135.40 vs 2020 \$13,541.82). This is attributable to Oregon's stay-at-home orders forcing OMGMA to cancel the annual conference. The cancelled conference impacted the influx of cash received from sponsorships. Scholarship account decreased by \$2,000 year over year as a FACMPE scholarship was awarded to an applicant from 2019. OMGMA's savings account remains relatively flat year over with just a slight increase year over year due to modest interest income. Rachel O'Brien called for questions or comments on the financial reports.

Deb Patten asked if Oregon MGMA lost any deposits for conference cancellation. Mindy Zaubi replied that because the conference cancellation was forced by Oregon's stay-at-home orders, it triggered force-majeure clauses in our conference contracts and all deposits were returned to Oregon MGMA. No further questions submitted.

**Nominating Committee:** Chair of the nomination committee, Kathy Brown, introduced the nomination committee members which included Christi Siedlecki, Greg Sarish and Jeff Baird. Kathy

Brown reviewed the recommended Slate of Officers for approval. Greg Sarish made a motion to approve the Slate of Officers as presented. Rachel O'Brien seconded the motion. Call for questions or comments. No questions or comments were submitted. Virtual voting launched for members. Slate of Officers approved as presented.



**Proposed Bylaws Revisions:** Christi Siedlecki reviewed the bylaws recommended edits. Greg Sarish made a motion to approve the bylaws recommended edits as presented. Rachel O'Brien seconded the motion. Call for comments or questions.

Jake Thielen questioned if the membership meeting notice was provided at least 30 days in advance as required in OMGMA bylaws Article 11 - Meetings of Members and Voting. Mindy Zaubi answered the first email notice and handouts for this meeting were sent to the membership on August 17 providing a 31-day notice, meeting the requirement. Members can review and verify by visiting their membership email log at [www.omgma.com](http://www.omgma.com).

Jeff Baird asked two (2) questions. (1) Article 6 - Board of Directors: Nominations; why was this verbiage removed in the bylaws edit, "Members shall be notified of the slate in writing at least thirty (30) days before the meeting." Rachel O'Brien answered this 30-day timeline is already addressed in Article 11 - Meetings of Members and Voting and was amended per the goal of reducing redundant language throughout the bylaws. (2) Article 6 - Board of Directors: Compensation; is the Board legally allowed to receive stipends? Christi Siedlecki answered Moss Adams was consulted on this item and their consult was that legally the Board is allowed to receive stipends. However, it must be stated as such in the bylaws.

Pam Colburn asked if a copy of the financials can be emailed. Mindy Zaubi answered copies of the OMGMA financials and past meeting minutes are hosted for member access at any time at [www.omgma.com](http://www.omgma.com) "Members Only" webpage after you log in.

Jake Thielen questioned the validity of the membership meeting and votes being conducted virtually as he believes it to be a contradiction to the current OMGMA bylaws verbiage "in person", Article 11 - Meetings of Members and Voting combined with the challenges of the virtual format allowing for open discussion. Christi Siedlecki answered given the current inability to meet face-to-

face, yet needing to ratify annual association business, in review of the bylaws the Board felt the verbiage “in person” from Article 11 - Meetings of Members and Voting allows for a virtual meeting/voting of the members. The meeting is being conducted in real-time with all members attending connected in-person and provides OMGMA the ability to track and log membership votes. Christi Siedlecki asked for more members to share their thoughts on this item.

Due to similar concern expressed by two members regarding the ability to host open discussion/deep dive around the bylaw’s edits, Greg Sarish revised his motion to table the vote on the proposed bylaws edits for a later date. Debra Bartel seconded the motion. This vote was tabled.

**Recognition of New President:** Christi Siedlecki expressed gratitude to Kathy Brown, Immediate Past President, for her service on the Board. Christi Siedlecki introduced incoming President and turned over the meeting over to Greg Sarish. Greg Sarish thanked the members for their participation in the meeting and welcomed the new incoming Board Members. Greg Sarish noted he will work with the Board to set up a series of future Zoom calls for a deeper dive of the bylaws edits to solicit member comments and input around the edits.

**Adjournment:** Greg Sarish adjourned the meeting at 1:40 PM

Submitted by,

Mindy Zaubi  
OMGMA Executive Director

## OMGMA

## BALANCE SHEET

As of December 31, 2020

	TOTAL			
	AS OF DEC 31, 2020	AS OF DEC 31, 2019 (PY)	CHANGE	% CHANGE
<b>ASSETS</b>				
Current Assets				
Bank Accounts				
1200 US Bank - Money Market	117,493.35	116,972.55	520.80	0.45 %
1300 US Bank - General Checking	28,478.79	31,213.63	-2,734.84	-8.76 %
<b>Total Bank Accounts</b>	<b>\$145,972.14</b>	<b>\$148,186.18</b>	<b>\$ -2,214.04</b>	<b>-1.49 %</b>
Other Current Assets				
Uncategorized Asset	684.50	684.50	0.00	0.00 %
<b>Total Other Current Assets</b>	<b>\$684.50</b>	<b>\$684.50</b>	<b>\$0.00</b>	<b>0.00 %</b>
<b>Total Current Assets</b>	<b>\$146,656.64</b>	<b>\$148,870.68</b>	<b>\$ -2,214.04</b>	<b>-1.49 %</b>
<b>TOTAL ASSETS</b>	<b>\$146,656.64</b>	<b>\$148,870.68</b>	<b>\$ -2,214.04</b>	<b>-1.49 %</b>
<b>LIABILITIES AND EQUITY</b>				
Liabilities				
Current Liabilities				
Other Current Liabilities				
Scholarship Account	7,058.00	7,058.00	0.00	0.00 %
<b>Total Other Current Liabilities</b>	<b>\$7,058.00</b>	<b>\$7,058.00</b>	<b>\$0.00</b>	<b>0.00 %</b>
<b>Total Current Liabilities</b>	<b>\$7,058.00</b>	<b>\$7,058.00</b>	<b>\$0.00</b>	<b>0.00 %</b>
<b>Total Liabilities</b>	<b>\$7,058.00</b>	<b>\$7,058.00</b>	<b>\$0.00</b>	<b>0.00 %</b>
Equity				
2500 Retained Earnings	23,771.86	70,496.64	-46,724.78	-66.28 %
3000 Opening Bal Equity	118,040.82	118,040.82	0.00	0.00 %
Net Income	-2,214.04	-46,724.78	44,510.74	95.26 %
<b>Total Equity</b>	<b>\$139,598.64</b>	<b>\$141,812.68</b>	<b>\$ -2,214.04</b>	<b>-1.56 %</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$146,656.64</b>	<b>\$148,870.68</b>	<b>\$ -2,214.04</b>	<b>-1.49 %</b>

## OMGMA

## PROFIT AND LOSS

January - December 2020

	TOTAL			
	JAN - DEC 2020	JAN - DEC 2019 (PY)	CHANGE	% CHANGE
<b>Income</b>				
3950 Miscellaneous Income		175.00	-175.00	-100.00 %
4090 MEMBERSHIP				
3100 ACTIVE	22,595.00	25,700.00	-3,105.00	-12.08 %
3200 Partners	10,075.00	16,590.00	-6,515.00	-39.27 %
<b>Total 4090 MEMBERSHIP</b>	<b>32,670.00</b>	<b>42,290.00</b>	<b>-9,620.00</b>	<b>-22.75 %</b>
<b>FEES</b>				
3300 SPRING CONFERENCE-PROFIT SHARE		18,530.90	-18,530.90	-100.00 %
3400 FALL CONFERENCE-MEMBERS	0.00	22,265.00	-22,265.00	-100.00 %
3500 FALL CONFERENCE-VENDORS	-2,450.00	68,875.00	-71,325.00	-103.56 %
3600 JOB BLOG	1,400.00	1,800.00	-400.00	-22.22 %
3900 Webinar Registration	400.00	380.00	20.00	5.26 %
4000 Virtual Conference Net Profit Share	10,712.95		10,712.95	
4091 MTO	3,850.00	1,450.00	2,400.00	165.52 %
<b>Total FEES</b>	<b>13,912.95</b>	<b>113,300.90</b>	<b>-99,387.95</b>	<b>-87.72 %</b>
<b>INTEREST</b>				
3900 Interest	520.80	398.27	122.53	30.77 %
<b>Total INTEREST</b>	<b>520.80</b>	<b>398.27</b>	<b>122.53</b>	<b>30.77 %</b>
<b>Total Income</b>	<b>\$47,103.75</b>	<b>\$156,164.17</b>	<b>\$ -109,060.42</b>	<b>-69.84 %</b>
<b>GROSS PROFIT</b>	<b>\$47,103.75</b>	<b>\$156,164.17</b>	<b>\$ -109,060.42</b>	<b>-69.84 %</b>
<b>Expenses</b>				
6230 Licenses and Permits	50.00	50.00	0.00	0.00 %
6270 Professional Fees				
6655 Consulting		105.00	-105.00	-100.00 %
7810 Legal Fees		913.00	-913.00	-100.00 %
7820 Secretarial	39,864.00	40,300.00	-436.00	-1.08 %
7840 Accounting	1,545.91	3,400.00	-1,854.09	-54.53 %
<b>Total 6270 Professional Fees</b>	<b>41,409.91</b>	<b>44,718.00</b>	<b>-3,308.09</b>	<b>-7.40 %</b>
6500 MTO Expenses	750.00	4,575.67	-3,825.67	-83.61 %
Bank Service Charges				
4100 Credit Card Fees	1,608.79	3,023.53	-1,414.74	-46.79 %
Returned Checks	27.70		27.70	
<b>Total Bank Service Charges</b>	<b>1,636.49</b>	<b>3,028.38</b>	<b>-1,391.89</b>	<b>-45.96 %</b>
Dues and Subscriptions	1,262.35	1,278.82	-16.47	-1.29 %
Fall Conference				
6100 Advertising	420.00	5,044.73	-4,624.73	-91.67 %
6130 Conference expenses	0.00	44,901.46	-44,901.46	-100.00 %
6140 Entertainment		234.14	-234.14	-100.00 %
6150 Hotel Accomodations	-5,000.00	701.31	-5,701.31	-812.95 %

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## PROFIT AND LOSS

January - December 2020

	TOTAL			
	JAN - DEC 2020	JAN - DEC 2019 (PY)	CHANGE	% CHANGE
6160 Meals		46,908.58	-46,908.58	-100.00 %
6190 Speakers		21,769.46	-21,769.46	-100.00 %
Site Visit	384.62	1,849.12	-1,464.50	-79.20 %
<b>Total Fall Conference</b>	<b>-4,195.38</b>	<b>121,408.80</b>	<b>-125,604.18</b>	<b>-103.46 %</b>
General Operating Expense				
7130 Office Supplies		197.21	-197.21	-100.00 %
7140 Postage	65.20	131.60	-66.40	-50.46 %
7160 Telephone	484.75	716.78	-232.03	-32.37 %
7170 Web Site	2,512.98	2,512.98	0.00	0.00 %
7190 Outreach / Sponsorship	88.00	1,728.04	-1,640.04	-94.91 %
Mailbox	121.33	231.32	-109.99	-47.55 %
<b>Total General Operating Expense</b>	<b>3,272.26</b>	<b>5,517.93</b>	<b>-2,245.67</b>	<b>-40.70 %</b>
Insurance				
7210 Liability Insurance	1,225.00	1,187.00	38.00	3.20 %
<b>Total Insurance</b>	<b>1,225.00</b>	<b>1,187.00</b>	<b>38.00</b>	<b>3.20 %</b>
Leadership Education				
7310 ACMPE/Legislative Committee		443.36	-443.36	-100.00 %
7320 Board Retreat Meeting Expenses		1,283.15	-1,283.15	-100.00 %
7330 Board Retreat Travel		1,175.36	-1,175.36	-100.00 %
7370 MGMA SLC Meeting Expenses	1,293.88	5,821.56	-4,527.68	-77.77 %
7380 Board Meeting Lodging		2,653.44	-2,653.44	-100.00 %
7390 Board Meeting Meals		1,465.23	-1,465.23	-100.00 %
7400 Board Meeting Expense	55.00	106.68	-51.68	-48.44 %
7410 Board Meeting Travel		927.19	-927.19	-100.00 %
7430 President		2,784.71	-2,784.71	-100.00 %
<b>Total Leadership Education</b>	<b>1,348.88</b>	<b>16,660.68</b>	<b>-15,311.80</b>	<b>-91.90 %</b>
Membership Expense				
7510 Misc	40.00	24.26	-24.26	-100.00 %
7515 Webinars	217.00	185.00	32.00	17.30 %
<b>Total Membership Expense</b>	<b>257.00</b>	<b>209.26</b>	<b>47.74</b>	<b>22.81 %</b>
Purchases		241.03	-241.03	-100.00 %
Scholarships				
7615 MGMA Fellowship Scholarship		0.00	0.00	
<b>Total Scholarships</b>		<b>0.00</b>	<b>0.00</b>	
Spring Conference				
7710 Board Mileage & Airfare		1,187.94	-1,187.94	-100.00 %
7730 Conference Expenses		133.18	-133.18	-100.00 %
7740 Hotel Accomodations		2,692.26	-2,692.26	-100.00 %
<b>Total Spring Conference</b>		<b>4,013.38</b>	<b>-4,013.38</b>	<b>-100.00 %</b>

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## PROFIT AND LOSS

January - December 2020

	TOTAL			
	JAN - DEC 2020	JAN - DEC 2019 (PY)	CHANGE	% CHANGE
Unapplied Cash Bill Payment Expense	2,301.28		2,301.28	
Virtual Conference				
Capital Investment	0.00		0.00	
<b>Total Virtual Conference</b>	<b>0.00</b>		<b>0.00</b>	
<b>Total Expenses</b>	<b>\$49,317.79</b>	<b>\$202,888.95</b>	<b>\$ -153,571.16</b>	<b>-75.69 %</b>
NET OPERATING INCOME	<b>\$ -2,214.04</b>	<b>\$ -46,724.78</b>	<b>\$44,510.74</b>	<b>95.26 %</b>
NET INCOME	<b>\$ -2,214.04</b>	<b>\$ -46,724.78</b>	<b>\$44,510.74</b>	<b>95.26 %</b>





## Leaders Helping Leaders



April, 28, 2021

Dear Members of the Oregon MGMA,

The nominating committee respectfully submits the following 2021-2022 slate of officers for approval by the membership during the May 27, Membership Business Meeting. Board term runs July 1 to June 30 annually.

<b>Position</b>	<b>Member</b>	<b>Term</b>
<b>EXECUTIVE BOARD</b>		
President	Janet Mossman, FACMPE	2021-2022
President Elect	Pam Colburn, FACMPE	2021-2022
Immediate Past President	Greg Sarish, MBA	2021-2022
Treasurer	Rachel O'Brien, MBA, BS, RN	2021-2022
Secretary	Jenna Wiltfong, CMPE	2021-2022
<b>DIRECTORS</b>		
Director 1	*Lisa Pickett	2021-2023
Director 2	VACANT	
Director 3	***Heidi Snyder, MHA	2021-2023
Director 4	**Charleen Hall, CMPE	2020-2022
Director 5	*Jamie O'Hollaren, MA, CPPM, CMM	2021-2023
Director 6	**Donna Duval, FACMPE	2020-2022
Director 7	**Rondyann Gerst	2020-2022

\*New addition to the Oregon MGMA Board

\*\*Completing current 2-year term

\*\*\*Starting new 2-year term

*Respectfully Submitted,  
2021 Nominating Committee*

Christi Siedlecki, MSN, RN, FACMPE

Greg Sarish, MBA

Camille Soleil