Minutes – CMS Meeting

August 18, 2010

Called to order at 11:07 AM

Approval of minutes from previous meeting.

E – Board for 2010 – 2011 Roles and Goals

* Judy Caban – Events coordinator. Dr. Fisher is organizing an events committee. We should have someone on that committee.
* Dawn McIntosh – Finance; keeping track of CMS funds
* Daniel Owens – Newsletter; better communication (monthly); photographer
* Anne Steinberg – Picking up slack for the rest of the board; backup; policy and procedures
* David Moyer – admin; minutes and records
* Cynthia Hoover – President/Leader

CMS Annual Evaluation Procedure

* Currently, there is no procedure for annual evaluations. Dr. Fisher has asked Shane Turner that we submit a procedure that will go to the Board as an information item in September. Update Board Procedure Evaluations for accreditation purposes.
* Discussion ensued regarding the Evaluation forms – get rid of the boxes? Keep categories and comments?
* Send out survey to get feedback from the CMS group.
* Ann Steinberg suggested since there is not enough time to develop a procedure prior to September board meeting, that we simply draft the current procedure in use.

Adjourned at 12:37 PM