

Date	Time	Location
07/19/2022	12:00-1:00	Via Teams

Agenda			
Topic		Presenter	Report
I.	Call to Order	Wade Gallon	
II.	Review & Approve June Minutes	Wade Gallon	Attached
III.	June Treasurer's Report	Michelle Smith	Attached
IV.	Committee Reports A. Membership/Volunteer/Certification Committee B. Nominating Committee C. Newsletter Committee D. Sponsorship Committee E. Scholarship Committee F. Education Committee G. Social/ Social Media Committee	R. Gilbert/ W. Gallon B. Reed E. Cutter T. Jabro/C. Desrosiers T. Monacelli/ J. Walla J. Walla/ A. Murry J. Walla/ D. Kennedy E. Walker/ G. Knight	Attached Attached
V.	New Business 1. Conflict of Interest Form – due August 1st (https://web.cvent.com/survey/38644411-f174-4649-b729-de8c82ba9371/welcome) 2.	Wade Gallon	
VI.	Old Business	Wade Gallon	
VII.	Meeting Adjournment	Wade Gallon	

Action Items from Previous Meeting:		
Item	Owner	Due Date



Date	Time	Location
6/21/2022	12:00 to 1:00pm	Via Teams

Attendees:

Andrew Garami, Andrew Murry, Artem Maksutov, Chelsea Desrosiers, Christopher Mouradian, Erin Cutter, Jeff Walla, David Kennedy, Mark Bonica, Michelle Smith, Tige Monacelli, Terri Harrington, Thomas Jabro, Wade Gallon, Wendy Dumais, Zachary Colby

Documents:

-

Minutes:

Topic		Discussion
I.	Call to Order	W. Gallon called the meeting to order at 12:01pm
II.	Review & Approve June Minutes	Minutes approved as presented.
III.	Treasurer's Report – May 2022 Financials	M. Smith reviewed the attached report. Treasurer's report approved as presented
IV.	Committee Reports A. Membership/Volunteer/Certification Committee B. Nominating Committee C. Newsletter Committee D. Sponsorship Committee E. Scholarship Committee	W Gallon reported committee working on ways for newly combined group to look for options for new/enhanced membership. E. Cutter noted this fall there will be discussion regarding 2023 leadership track. T. Jabro reported next newsletter will be released in mid-July which will includes updates for the new year, outgoing/incoming Board and Officers in addition to remarks from the new President. J. Walla and T. Monacelli reported on maximizing the benefit for our sponsors with 2023 – 2024 sponsorships discussion. J. Walla and A. Murry presented on the goal of creating partnerships similar to previously established relationship with UNH. There are plans to follow up on next steps in July and

Minutes:		
Topic		Discussion
	F. Education Committee G. Social/ Social Media Committee	August to expand to other Colleges/Universities. J. Walla and D. Kennedy reviewed the attached report. October/Fall and Spring events will be planned with the annual conference in March 2023. No update for this month.
V.	New Business - Chapter Success Plan - Yearly Financial Review - WhistleBlower Policy - Record Retention and Destruction Policy	W. Gallon presented the Chapter Success Plan. This was approved as presented. M. Smith and W. Gallon discussed the yearly financial review and M. Smith is in process of preparing the Form 990 for submission August 1st. M. Smith shared and policies included in the packet (WhistleBlower Policy and Record Retention and Destruction Policy) noting these are to be shared with the Board annually. M. Smith will sign on behalf of the Board. The Cvent link for Conflict of Interest will be obtained and then included in the upcoming Board meeting invite. Past president plaque was discussed for past president for Maine HFMA – J. Paquette. W. Gallon will check with G. Knight.
VI.	Old Business - NNE Budget 2022 – 2023	M. Smith presented there was a correction the NNE Budget 2022-2023 noting a correction to the net income line of \$13,731 compared to a \$10,131.
VII.	Meeting Adjournment	The meeting adjourned at 12:37pm.

Action Items:		
Item	Owner	Due Date



Northern New England HFMA
June 30, 2022
Treasurer's Report
Balance Sheet

Cash:

Operating Checking – Current balance is \$ 177,753.87

Scholarship Fund – Current balance is \$ 8,090.84

- .07 cents interest earned for June for a total YTD \$ 0.07

Accounts Receivable:

A credit balance of \$ 1,750.00 due to Syntellis Performance Solutions. Uncashed check from January 2022 was voided and re-issued in July.

Deferred Revenue:

\$ 30,741.66 was released from deferred revenue in June and recognized as Annual Sponsorship Revenue for the new fiscal year.

Income Statement

YTD Operating Gain of \$ 30,741.73 as of June 30, 2022

Income:

\$ 30,741.73 was recorded in revenue for June. \$ 30,741.66 was recognized for Annual Sponsorship Revenue and 0.07 for Interest Income.

Expenses:

There were no expenses paid in June.

82 Northern New England

Balance Sheet As of June 30, 2022

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1010-00 BHBT_5103 checking	169,663.03
1025-00 BHBT_5145 scholarship fund	8,090.84
Total Bank Accounts	\$177,753.87
Accounts Receivable	
1200-00 Accounts Receivable	-1,750.00
Total Accounts Receivable	\$ -1,750.00
Other Current Assets	
1275-00 Prepaid Expenses	0.00
Total Other Current Assets	\$0.00
Total Current Assets	\$176,003.87
TOTAL ASSETS	\$176,003.87
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2100-00 Deferred Revenue	0.00
Total Other Current Liabilities	\$0.00
Total Current Liabilities	\$0.00
Total Liabilities	\$0.00
Equity	
3000-00 Opening Balance Equity	120,582.25
3900-00 Retained Earnings	24,679.89
Net Income	30,741.73
Total Equity	\$176,003.87
TOTAL LIABILITIES AND EQUITY	\$176,003.87

82 Northern New England

Profit and Loss

June 2022

	TOTAL
Income	
4400-00 Interest Income	0.07
4501-00 Sponsorships-Annual Corporate	30,741.66
Total Income	\$30,741.73
GROSS PROFIT	\$30,741.73
Expenses	
Total Expenses	
NET OPERATING INCOME	\$30,741.73
NET INCOME	\$30,741.73

82 Northern New England

1025-00 BHBT_5145 scholarship fund, Period Ending 06/30/2022

RECONCILIATION REPORT

Reconciled on: 07/15/2022

Reconciled by: Michelle Smith_FY22 Treasurer

Handwritten signature and date 7-15-22

Any changes made to transactions after this date aren't included in this report.

Summary

	USD
Statement beginning balance	8,090.77
Interest earned	0.07
Checks and payments cleared (0)	0.00
Deposits and other credits cleared (0)	0.00
Statement ending balance	<u>8,090.84</u>
Register balance as of 06/30/2022	8,090.84



PO Box 1089
Ellsworth, ME 04605-1089

Statement of Account
Account Number: XXXXXX5145



FROM	THROUGH	PAGE
6/01/22	6/30/22	1 of 1

For your convenience our
Customer Service Center is available
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HFMA: NORTHERN NEW ENGLAND CHAPTER
10 WAYMAN LANE
BAR HARBOR ME 04609-1625



Automated Phone Banking:
888-638-1950

www.barharbor.bank



SUMMARY OF ACCOUNTS

Account Number	Account Title	Current Balance
XXXXXX5145	Money Market	8,090.84

CHECKING ACCOUNT

Money Market		Number of Enclosures	0
Account Number	XXXXXX5145	Statement Dates	6/01/22 thru 6/30/22
Previous Balance	8,090.77	Days in the statement period	30
Deposits/Credits	.00	Average Ledger	8,090.77
Checks/Debits	.00	Average Collected	8,090.77
Service Charge	.00	Interest Earned	.07
Interest Paid	.07	Annual Percentage Yield Earned	0.01%
Current Balance	8,090.84	2022 Interest Paid	.42

	Total For This Period	Total Year-to-Date
Total Overdraft Fees	\$.00	\$.00
Total Returned Item Fees	\$.00	\$.00

Activity in Date Order

Date	Description	Credit	Debit	Balance
6/30	Interest Deposit	.07		8,090.84

Interest Rate Summary
Date Rate
5/31 0.010000%

* * * E N D O F S T A T E M E N T * * *

82 Northern New England

1010-00 BHBT_5103 checking, Period Ending 06/30/2022

RECONCILIATION REPORT

Reconciled on: 07/15/2022

Reconciled by: Michelle Smith_FY22 Treasurer

MS
7-15-22

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance	168,973.56
Checks and payments cleared (1)	-500.00
Deposits and other credits cleared (2)	1,189.47
Statement ending balance	169,663.03
Register balance as of 06/30/2022	169,663.03
Cleared transactions after 06/30/2022	0.00
Uncleared transactions after 06/30/2022	-1,750.00
Register balance as of 07/15/2022	167,913.03

Details

Checks and payments cleared (1)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
05/12/2022	Check	1066	University of New Hampshire	-500.00
Total				-500.00

Deposits and other credits cleared (2)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
01/15/2022	Check	1056	SYNTELLIS PERFORMANCE...	0.00
05/31/2022	Journal	18-CVENT May 22		1,189.47
Total				1,189.47

Additional Information

Uncleared checks and payments after 06/30/2022

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
07/15/2022	Check	1071	SYNTELLIS PERFORMANCE...	-1,750.00
Total				-1,750.00



PO Box 1089
Ellsworth, ME 04605-1089

Statement of Account
Account Number: XXXXXX5103



FROM	THROUGH	PAGE
6/01/22	6/30/22	1 of 2

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Saturday: 8:00 am - 12:00 pm
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SUMMARY OF ACCOUNTS

Account Number	Account Title	Current Balance
XXXXXX5103	Non Profit	169,663.03

CHECKING ACCOUNT

Non Profit		Number of Enclosures	1
Account Number	XXXXXX5103	Statement Dates	6/01/22 thru 6/30/22
Previous Balance	168,973.56	Days in the statement period	30
1 Deposits/Credits	1,189.47	Average Ledger	168,513.20
1 Checks/Debits	500.00	Average Collected	168,513.20
Service Charge	.00		
Interest Paid	.00		
Current Balance	169,663.03		

	Total For This Period	Total Year-to-Date
Total Overdraft Fees	\$.00	\$.00
Total Returned Item Fees	\$.00	\$.00

Activity in Date Order

Date	Description	Credit	Debit	Balance
6/01	Check 1066		500.00-	168,473.56
6/30	PAYMENTS CVENT INC CROWD CCD 1541954458	1,189.47		169,663.03

--- CHECKS IN NUMBER ORDER ---

Date	Check No	Amount
6/01	1066	500.00

* Denotes missing check numbers

* * * E N D O F S T A T E M E N T * * *



PO Box 1089
Ellsworth, ME 04605-1089

Statement of Account
Account Number: **XXXXXX5103**



FROM	THROUGH	PAGE
6/01/22	6/30/22	2 of 2

NPMA NORTHERN NEW ENGLAND CHAPTER
125 BROADWAY
ELLSWORTH, ME 04605
DATE 6-1-22
AMOUNT \$ 500.00
PAID TO THE ORDER OF Treasurer
FOR Treasurer
UNIVERSITY

Ck# 1066 Date 06/01/22 Amt \$500.00

Michelle Smith

From: noreply_payables@cvent.com
Sent: Wednesday, June 29, 2022 12:53 PM
To: Michelle Smith
Subject: FYI: Your Remittance Is Released: Payment Reference Number - 1510312201

⚠ ⚠ ⚠ Caution: This email originated outside the organization. Do not click on links or open attachments unless you recognize the sender and know the contents are safe.

Cvent Payment Services Summary

Jun 29, 2022

From Payer	Cvent Inc. CPS Finance Team	To Payee	NNE HFMA - CPS
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The following remittance has been released and will be reflected in your bank account within the next 3-5 business days depending upon your banking institution.

Payment Reference Number	1510312201
Payment Date	Jun 29, 2022
Payment Currency	USD
Payment Amount	1,189.47

Remittance Detail			
Description	Document Amount	Document Currency	Amount Paid
Monthly Completed EventsCPS 6.30.2022	1,189.47	USD	1,189.47
Total Payment to Customer			1,189.47

If you have any question regarding the remittance above, feel free to reach out to our ecommerce team at ecommerce@cvent.com.

Mountain Minute

A monthly update for members of the Northern New England Chapter of HFMA

Upcoming Events

August 2022 Northern New England HFMA Board Meeting

- 🕒 August 16, 2022 at 12pm
- 📍 [Virtual Meeting](#)
- 📧 RSVP to [Chelsea Desrosiers](#)

HFMA Region 1 2022 Conference

- 🕒 August 22 and Aug 23, 2022
- 📍 Omni Providence Hotel; Providence, RI
- 📧 [More Details/Register](#)

[All Events](#)

Volunteer Opportunities

Opportunity

Committee Name

- 👤 Description
- 🕒 Date and Time (if applicable)
- 📍 Location (if applicable)
- 📧 Contact Information
- 🌐 Link to details (if applicable)

Opportunity

Committee Name

- 👤 Description
- 🕒 Date and Time (if applicable)
- 📍 Location (if applicable)
- 📧 Contact Information
- 🌐 Link to details (if applicable)

Publications



NNE Newsletter—Summer 2022

Coming Soon!

- 🕒 Article submissions due by 8/23/2022
- 📧 Email to [Tom Jabro](#)

NNE Newsletter—Spring 2022

🌐 [Read it!](#)

Other News

Title

Subtitle

- 👤 Description
- 🕒 Date and Time (if applicable)
- 📍 Location (if applicable)
- 📧 Contact Information
- 🌐 Link to details

Title

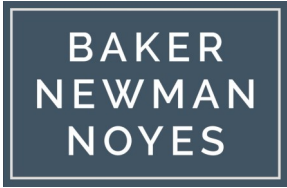
Subtitle

- 👤 Description
- 🕒 Date and Time (if applicable)
- 📍 Location (if applicable)
- 📧 Contact Information
- 🌐 Link to details

Platinum Sponsor Spotlight



Contact: Katie Rogers
kr Rogers@accuregsoftware.com



Contact: Denis Houle
dhoule@bnnepa.com

See your business featured here!
See the [sponsorship section of our website](#) or email [Jeff Walla](#) or [Tige Monacelli](#) to learn more about corporate sponsorship.

Congratulations Newly Certified Members!

- Name, CHFP
- Name, CRCR
- Name, CSBI
- Name, FHFMA

Learn more about [certification opportunities](#).

Welcome New Members!

- Name, Organization
- Name, Organization
- Name, Organization
- Name, Organization
- Name, Organization
- Name, Organization

Learn more about the [benefits of membership](#).

NNE HFMA
Board Report Education Committee
7/19/22

1.			Last Education committee meeting for this year was held on 6.22.22 (see notes attached).	
2.			HFMA national has continued to evolve and has been good.	
3.			Updates of various committees	Committee Co-Chair Assigned to Subgroup
			Virtual programming	
		-	Revenue Cycle Series	David Kennedy
		-	Cost Reporting Workshops	David Kennedy
		-	Legislative update – Fall and Spring	Jeff Walla
			In Person programming	
		-	Annual Meeting and Conference – March 2023 Topics – Accounting/Financial/Tax, Leadership, BI/Predictive Analytics	Jeff Walla
		-	Reimbursement with cost report breakout. Target early Fall (September) given the greater likelihood of strong attendance before the predominate 9/30 year end close	David Kennedy

NNE HFMA
Education Committee
Agenda with Notes
6/22/2022

1:00 to 2:00 PM (we may not need the entire time !)

Connection information in Outlook Invitation

					Time Allotted
1.			Roll call of attendees – In attendance – David Kennedy, Jeff Walla, Anne Fecto, Celeste Pitts, Michael Towle, Greg Knight, Skip Morgan, Barret Rhoads, Flora Pagan, Chris Mouradian, Marcy O'Toole, Lynne Winter, Mark Bonica, Deb Dorain	Jeff/David	5
2.			What's Ahead		
			Programming for 2022-23 Status and who needs help? Planned topics, speaker recruitment, timing, etc.		30
			Virtual programming		
		-	Revenue Cycle Series – This subgroup is just getting meetings set up to lay out the plan for this year.	David Kennedy Wade, Denny and Rob	
		-	Cost Reporting Workshops – This subgroup is just getting meetings set up to lay out the plan for this year.	David Kennedy Deb Dorain	
		-	Legislative update – Looking at late October and mid-April now that the dates for the VT and NH Hospital Association meetings have been set.	Jeff	
			Live programming		15
		-	Annual Meeting – March 2023 (group suggested early April as an alternative as well). There was also discussion of location as input for the committee. North Conway was suggested given that the date had stretched into early April as an option. Portland also offered up and some discussion about that location and the importance of attendance by those in Maine. The effort by the membership committee and leadership group as they engage with the Enterprise member leaders in Maine (and elsewhere) will be critical in the decision about location of this meeting. Topics – Accounting/Financial/Tax, Leadership, BI/Predictive Analytics – Jeff relayed the input from one committee member unable to attend about the need for programming in the area of benchmarking and reporting whether virtual and/or in-person.	Officers – Wade Jeff Walla	

		-	Reimbursement with cost report breakout	David Kennedy	
			Target early Fall (September) given the greater likelihood of strong attendance before predominate 9/30 year end close and potential impact on Sponsorship Program for Calendar 2023 as we begin to solicit	Greg Knight	
			Discussion regarding timing and location of the September Reimbursement meeting. New Hampshire (Grappone Center in Concord, Sheraton or Wentworth by the Sea in Portsmouth) was recommended for the Reimbursement session. A group is scheduled to convene to plan for the reimbursement session on June 30 th .		
3.			Adjournment – 1:30 pm		
			Total Time Anticipated		45