

1 CALIFORNIA BLOOD BANK SOCIETY  
2 Board of Directors Meeting Minutes  
3 July 24, 2017  
4 via GoToMeeting  
5  
6  
7

8 **BOARD MEMBERS PRESENT:**

9 Steve Ferraiuolo - President  
10 Susan Noone - President-Elect  
11 Don Fipps - Treasurer  
12 Terrina Yamamoto - Immediate Past President  
13 Jim Burner - Director  
14 Robert "Bob" Bayer - Director  
15 Patricia Kopko - Director  
16

17 **ALSO PRESENT:**

18 Harpreet Sandhu - Incoming Director  
19 Suzanne Heri - Incoming Director  
20 Suchi Pandey - Incoming Director  
21 Kacy Wallis, AdvoCal - Executive Director  
22 Moody Jahan, AdvoCal - Controller  
23

24 **BOARD MEMBERS ABSENT:**

25 Kim-Anh Nguyen - Secretary  
26  
27

28 **CALL TO ORDER** - *Steve Ferraiuolo*

29 Called to order at 11:03 am by President, Steve Ferraiuolo, noted quorum established.  
30

31 Reviewed Conflict of Interest statement. No conflicts disclosed.  
32

33 **APPROVAL OF AGENDA** - *Steve Ferraiuolo*

34 Reviewed last-minute change to agenda - item (a) under "New Business." Modified agenda was  
35 approved.  
36

37 **ADOPTION OF MINUTES**

38 Presentation of minutes from the June 19, 2017 meeting.  
39

40 Motion made and seconded to approve the June 19, 2017 minutes as written. Motion carried.  
41

42 **FINANCIAL REVIEW** - *Don Fipps*  
43

44 Investment Policy

45 At the June meeting, the board reviewed proposed draft policy and agreed it needs refinement. The  
46 Controller, Moody, will conduct a test of the proposed Table 1 to see if CBBS is compliant as drafted. If  
47 not, then she will recommend changes. She has been out-of-the-country for three weeks, therefore, the  
48 goal is to have it completed by the September board meeting. Meanwhile, Kacy will begin to update  
49 the language to be more specific to CBBS.  
50

51 UBS Account

52 Need to determine who the current signers are on the account and update as appropriate. It's likely  
53 CBBS will need to transfer funds into the operating account. Moody is currently researching. If new  
54 signature cards are needed, would like to take care of those at the September board meeting.  
55

1 **NEW BUSINESS**

2  
3 Joint Meeting Planning - Scientific/Technical Committee

4 Discussed an email received from Rick Chatelain from SCABB regarding the CBBS Scientific and the  
5 SCABB Technical committees collaboration efforts for Joint Meeting planning. The Board agreed it  
6 would be helpful if guidelines for planning procedures were provided to the committees. Kacy to speak  
7 to Karla (SCABB Executive Director) to discuss memorializing the steps for future planning. Next steps:  
8 Scientific/Technical planning meeting scheduled for next week, where this issue will be addressed.  
9

10 CBBS Emergency Preparedness Plan - Discussion about the heavy overlap of people involved with both  
11 the BCC and CBBS disaster planning. The question arose, of how involved should BCC be in the disaster  
12 planning? How can we collaborate to ensure the best plan possible exists? Bob to go back and discuss  
13 this further with BCC and report back to the board.  
14

15 AABM Partnership Membership Discount - Susan is membership chair for AABM. A New Jersey state  
16 association has partnered with AABM, whereas if they join the state association they get a one-year  
17 complimentary membership in AABM. Susan thought this would be a nice benefit for CBBS members,  
18 and would help drive CBBS membership numbers up. AABM is interested in knowing more about the  
19 structure of CBBS and membership numbers to determine if it worth doing. Susan to report back her  
20 findings.  
21

22 Scientific Webinar - Scientific committee has found a speaker for the new webinar, however the topic is  
23 still in process. The committee asked questions pertaining to the timelines. It was determined the  
24 seminar would be held in the fourth quarter, with the goal of December. The course will be recorded  
25 and sold for distance learning. Board suggested holding it on a Tuesday or Thursday to garner the  
26 largest audience. The CE Committee Liaison recommended having the template turned in in August.  
27 Cost will be \$15 per member; \$25 non-member.  
28

29 Joint Meeting Planning - QSC Committee

30 QSC chairs and board liaison unable to attend the August 10-11, 2017, planning meeting, therefore, Bob  
31 Bayer agreed to attend and present on their behalf. Clarification on which teams are working together  
32 were discussed, and Harpreet will communicate those details to the QSC committee. Kacy will obtain  
33 the attendee list from SCABB for the August meeting.  
34

35 QSC Regional Seminars

36 The QSC Committee is proposing to have a winter seminar (in both northern and southern California) in  
37 December with a second session in the Spring 2018 (also northern/southern California). The committee  
38 feels they have enough content and attendance to support two regional seminars. Board is supportive  
39 and instructed them to proceed with the planning.  
40

41 **FUTURE BOARD MEETING DATES**

42 In-person meeting to be held Thursday, September 21 and Friday, September 22, 2017 in the vicinity of  
43 LAX. Meeting will focus on Strategic Planning as well as board business.  
44  
45

46 Adjourned 12 p.m.

47  
48 

49  
50  
51 *Respectfully submitted by Kacy Wallis, Executive Director on behalf of Kim -Anh Nguyen, Secretary*