

NAACCR Annual Business Meeting Minutes

Albuquerque, New Mexico

June 21, 2017

1. Call to Order, President's Welcome, and Report

Chuck Wiggins

Written materials were offered to those attending as they entered the meeting. President Chuck Wiggins welcomed everyone and called the meeting to order at 8:15 AM local time. An electronic voting system was utilized. A quorum was tallied and verified.

2. Approval of Minutes From 2016 Meeting

Chuck Wiggins

No comments or corrections were given for the 2016 meeting minutes. A motion was made to approve the minutes as written. The motion was seconded. No oppositions were voiced the motion was carried.

ACTION: The 2017 Business Meeting Minutes were approved as written.

3. Election Results and Destruction of Ballots

Kyle Ziegler

62 of 82 voting members voted (76%) for four open board positions. Treasurer was filled by Maria Schymura from New York State Cancer Registry. Isaac Hands from Kentucky Cancer Registry, Deirdre Rogers, PhD, MS, CTR, from Mississippi Cancer Registry, and Randi Rycroft from Colorado Central Cancer Registry were elected to fill the 3 Representatives-at-Large positions. Kyle thanked the fellow members of the nominating committee, Bobbi and Maureen. He also thanked Dustin Dennison and Charlie Blackburn at NAACCR for their support.

a. **Destruction of Ballots**

Kyle motioned for the destruction of the election ballots and it was seconded. There were none opposed to the motion and it was carried.

ACTION: The election ballots were destroyed.

4. Highlights and Accomplishments

Betsy Kohler

- Betsy directed attendees to the program for accomplishments in the past year. She shared that the NAACCR Registry of the Future Conference was a huge success, she also thanked NAACCR's sponsors including NCRA for all their support.
- NAACCR was able to gain additional funds through additional work performed.
- VPR has made great progress over the last year.
- Please see 2017 Annual Meeting Report for additional details.

Betsy thanked all Board and Committee members as well as her staff for their hard work in new initiatives that were taken on in the past year.

5. **Progress on Strategic Management Plan** **Chuck Wiggins**

Chuck referred everyone to the printed materials for updates. He mentioned that Nan Stroup was very knowledgeable about efforts in the SMP.

6. **Steering Committee Updates and Committee Reports** **Chuck Wiggins**

Chuck urged everyone to view the Steering Committee reports provided to attendees for details on work being carried out in the NAACCR committees.

7. **Financial Status Report** **Bruce Riddle**

Bruce Riddle, Treasurer, directed attendees to view the financial information in the hard copy packet and to see the NAACCR website for additional information. He mentioned that NAACCR had an operating budget of nearly two million with approximately 50% going directly to personnel costs. Approximately 63% of revenue comes from the U.S. Department of Health and Human Services with the largest expense being the Annual Meeting. There are five main grants/contracts that were overseen by the Executive Director.

Bruce urged everyone to review printed materials for the extensive details provided.

8. **Supports of All Kind** **Chuck Wiggins**

Chuck thanked all of the organizations that have contributed to NAACCR in the past year.

9. **Nominations for Nominating Committee 2017-2018** **Chuck Wiggins**

The following individuals were nominated and accepted: Ginger Williams, Kyle Ziegler, and Sarah Nash.

ACTION: The 2017-2018 nominating committee members were elected.

a. **Appoint Nominating Committee Chair**

Chuck appointed Kyle Ziegler as the chair and he agreed to serve in this role.

10. **New Items from the Floor** **Chuck Wiggins**

No new items were raised.

11. **Adjournment** **Chuck Wiggins**

Chuck referred members to the appendix of documents including Registry Certification, Bylaws, Standing Rules and Organizational Charts. The meeting adjourned at 8:33 AM local time.