



**CANADIAN NURSING INFORMATICS ASSOCIATION  
EXECUTIVE BOARD MEETING AGENDA**

**March 18, 2009**

**1:00 pm – 2:00 pm EASTERN TIME**

**PRESENT: June Kaminski (Chair)**  
**Eithne Reichert**  
**Elaine Perreault**  
**Nancy McCara**

**Robin Carriere**  
**Kate Burns**  
**Tracy Shaben**  
**Margie Munch**

**1.0 BUSINESS FROM PREVIOUS MINUTES**

**1.1. Conference 2009 Planning**

Discussion continued about potential of partnering with other planned Conferences to address the economic effects of attracting vendors and sponsors, and potential reduced Professional Development budgets by institutions where CNIA members work. Eithne is looking into the potential of partnering with COACH, Jeannie is looking into Infoway and is looking at connecting June with the CST Telehealth Group.

Discussion also continued to address the economic climate – Jeannie has reported that several regularly held conferences are having a hard time attracting vendors and sponsors. We need to decide what our purpose for this conference is. We all agreed that we are not holding this Conference with the intention to make a profit, but rather to provide an inspiring event for our members and other interested people. If we “break even”, and cover our costs, we will be fine. We also want to keep costs down for our attendees. November seems like a better choice since costs of venues are less, compared to October.

<b>SUMMARY OF INITIAL TASKS FOR CONFERENCE ORGANIZING</b>
1. Select host city - <b>DONE: Toronto</b>
2. Select Venue – <b>FINAL CHOICES: DELTA MEADOWVALE OR HYATT REGENCY ON KING</b>
3. Select Dates (2.5 days for conference with one PreConference session) <b>November 2009</b>
4. Book Key Note Speakers
5. Put out Call for Paper Submissions
6. Form Planning and Programs Committees - June – Planning, Eithne - Programs
7. Market Conference – solicit Sponsors, Vendors
8. Review submissions and draw up draft and final program