

ACVM Board of Governors Meeting

Tuesday, March 19, 2019 3:30-5:00 PM EDT

1. Call to Order (A. Woolums)- meeting called to order at 3:32 pm EDT
2. Approve Agenda (A. Woolums)- motion made by T. Gull to approve agenda, seconded by T. Frana and unanimously approved
3. Roll Call (R. Wilkes)- in attendance: A. Woolums, S. Olsen, T. Frana, C. Chase, A. Zajac, K. Clothier, D. Loy, K. Hendrix, S. Dee, T. Gull, R. Wilkes, D. White, and Jennifer Stalley
4. Consent Calendar (approve Dec. BOG meeting minutes)- motion made by K. Clothier to approve Dec. 2018 minutes, seconded by A. Zajac, unanimously approved
5. Old Business- Midwest Solutions (J. Stalley)- policies and procedures document, important events calendar- J. Stalley has a P&P document approximately 75% complete- still needs information from the Communications Committee and help from the Exam Committee to complete the document. A working draft should be ready by the July meeting of the BOG.
6. Reports
 - a. Amelia Woolums (President)- A. Woolums mentioned the website upgrade. The ad hoc committee (T. Frana, R. Wilkes, K. Clothier, and K. Hendrix) are trying to set up a meeting with Beyond Indigo to start the project. A. Woolums also mentioned that she, along with T. Frana, D. Loy, and R. Wilkes will be meeting the J. Stalley of Midwest Solutions to make sure communication between Midwest Solutions and ACVM is going well so the College is using Midwest Solutions as effectively as we can.
 - b. Steven Olsen (VP report)- S. Olsen sent out a request for committee positions that need to be filled in July. Has received several emails from the diplomates in response. S. Olsen is working with D. Loy to fill exam committee positions with individuals that are no longer planning to take ACVM exams.
 - c. R. Wilkes (Secretary- Parasitology RVS request for full recognition was approved by ABVS, need additional nominees for BOG, request for emeritus status- Michael T. Collins)- R. Wilkes shared the official letter from the ABVS to show full approval status of the Parasitology RVS. The College still needs two more diplomates to run for BOG this year- R. Wilkes requested suggestions. R. Wilkes made a motion to accept Michael T. Collins' request for emeritus status, seconded by D. Loy and was unanimously approved.
 - d. T. Frana (Treasurer's Report)- T. Frana provided the budget report. The College income and expenses are basically the same at this point. There was some discussion about the

amount of the cost of the banquet that the College is paying (about ½ of the cost). The College does have savings of approximately 1.5 X its annual expenses. This is considered the type of cushion the College should maintain. The new website will cost approximately \$12,600. There was some discussion about how to off-set this cost, such as a one-time fee or increasing dues. It was determined that a dues increase would be most feasible and would also provide continued income for additional projects the College would like to pursue. It was discussed that communication to the membership would be important to explain why this increase is needed (eg. website upgrade). Any increase would take place for the next calendar year. A motion was made by S. Dee to increase dues to \$150 in 2020, seconded by T. Gull, and was unanimously approved.

- e. D. White (Communications)- D. White reminded A. Woolums about preparing a write-up about herself for the ACVM Facebook spotlight. D. White is in the process of preparing the Spring newsletter, which should be out in May. He requested pictures, content, and he will contact the new diplomates for bios for the newsletter.
 - f. K.J. Yoon (CE)- not able to attend the meeting; will provide a report at the July meeting
 - g. D. Loy (Exam Committee)- exams for 2019 have been set for Nov. 15-16 in Bloomington, MN (just outside of Minneapolis). D. Loy will work with J. Stalley on the exam committee portion of the P&P document. D. Loy mentioned that the new diplomates participated in a webinar to teach them how to write good exam questions. They were each assigned specific JTA areas to prepare questions, which they submitted last week and questions are being evaluated by the exam subcommittees. D. Loy will notify R. Wilkes to mail certificates to diplomates who have submitted questions.
7. New Business
- a. Updating website (T. Frana/Amelia Woolums)- The “BaseCamp” group for Beyond Indigo should include A. Woolums, T. Frana, R. Wilkes, K. Clothier, and K. Hendrix. All of these people should be in attendance for the first meeting with Beyond Indigo to start the project. Decisions can be made at the level of the committee through email. More important decisions should be forwarded to the BOG for decision.
 - b. Website use for CE (K.J. Yoon)- not present; sent an email to R. Wilkes that he is in the process of gathering information and ideas from the CE committee to be presented at the July meeting.
 - c. RACE (Scott Dee)- Pipestone has started a CE program for its veterinarians for RACE credit. S. Dee said the process has been easy and is going well. Getting content approved is quick and it is not too expensive. ACVM should consider offering RACE credit for online CE (this was also a suggested put forth by D. White in his white paper regarding online CE offered by ACVM). S. Dee volunteered to help the CE committee with this process if the College decides to pursue RACE.
 - d. ACVM secretary and treasurer for 2020-2023- K. Clothier has been identified as the next potential secretary for ACVM. An official nomination and voting will occur at the

- BOG meeting in July. The College needs to identify its next Treasurer. A. Woolums asked for suggestion to be sent to her by email.
- e. BOG meeting at CRWAD- As a result of the 100th year of the CRWAD meeting, activities will take place on Sunday morning of the meeting (when the ACVM BOG meeting normally occurs). The ACVM BOG meeting will need to be held on Saturday morning, Nov. 2, 2019 from 9-12 Central. Additional discussion occurred about the banquet that is normally held at CRWAD. A. Zajac mentioned that the parasitologists do not attend this meeting and therefore, the banquet is not accessible for everyone. There was a suggestion by T. Frana to rotate the banquet between meetings. A. Woolums suggested that maybe the banquet be made less formal to reduce costs. This will be further discussed at the July meeting.
8. Adjourn- a motion to adjourn the meeting was made by K. Clothier, seconded by S. Dee. Meeting was adjourned at 4:53 pm EDT.

Minutes approved by the BOG on 7/11/19