

ACVM Board of Governors Meeting

Thu, Jul 11, 2019 1:00 PM - 2:30 PM EDT

1. Call to Order (A. Woolums)- Meeting was called to order by S. Olsen in A. Woolums absence at 1:04 pm EDT.
2. Roll Call (R. Wilkes)- Those in attendance included S. Olsen, T. Frana, C. Chase, C. Burbick, K. Hendrix, T. Gull, J. Kelly, D. White, J. Stalley. Joining a bit late included A. Woolums, K. Clothier, M. Kennedy, and D. Loy.
3. Consent Calendar (approve March BOG meeting minutes)- motion to approve made by T. Frana, seconded by T. Gull and unanimously approved.
4. Old Business
 - a. Midwest Solutions (J. Stalley)- policies and procedures document- J. Stalley is preparing a policies and procedures document for the College. She has received most of the information from the exam committee, information from the communications committee and the treasurer. She will work on the application information once the website changes are finalized
 - b. Website Redesign update (T. Frana)- There have been several conference calls with Beyond Indigo (our new website designer and host). They gave us a skeleton and showed us features for the new site. There are some additional questions that need to be addressed (specifically handling appeal and residency programs), which will occur in a meeting in July and will include another walk-through of the site design and function. The proposed date to complete the project was end of July but the work will more likely be completed in September. The redesign has been going well and the company has addressed most of our questions and the site should meet our needs.

Additionally- T. Frana applied for use of G Suite by the College. We were approved for free use due to our 503c status. G Suite will be used by ACVM to establish College email addresses, allowing linking of BOG and Committee members email addresses without having to use individual personal email addresses for ACVM business. This will make things easier with transfer of people in and out of College positions.

ACVM.us domain name account information needs to be updated and payment to retain the domain is due in 2020.
 - c. Website use for CE update (A. Woolums)- KJ Yoon (CE committee chair) is working with the committee this summer to address best means of providing CE through the ACVM website for veterinarians. This will be discussed at the next BOG meeting in September.
5. Reports

- a. A. Woolums (President report- thank BOG members rotating off and welcome new ones)- A. Woolums thanked BOG members leaving the group and welcomed new members. A. Woolums also thanked Midwest Solutions for their help with administrative functions for ACVM.
- b. S. Olsen (VP report, BOG approval of new committee members)- S. Olsen presented list of potential new committee members to fill spots being vacated in 2019. A motion was made by T. Frana to accept the nominees, seconded by M. Kennedy and was unanimously approved. S. Olsen will contact the new committee members by email and also thank those rotating off committees this year.
- c. R. Wilkes (Secretary's report- ABVS in-depth report in Nov)- ACVM is required to submit an in-depth report to ABVS every three years. Our next report is due Nov. 1, 2019.
- d. T. Frana (Treasurer's report)- T. Frana reported that the budget is on track with projections. Based on payments made for the website redesign, the College is down about \$6K from the March meeting but we still have approximately 2 years of operating expenses in our accounts.

Discussions of timeframe for implementation of the dues increase from \$125 to \$150 took place. It was decided J. Stalley will notify individuals that owe dues for 2019 must pay before Oct. 1st to pay the \$125 amount, otherwise, they will have to pay \$150 for 2019 dues. The dues fee will be increased to \$150 on Oct. 1st, when J. Stalley sends out reminders to pay 2020 dues.

- e. D. White (Communications)- no significant updates. D. White suggested he continue sending out the newsletter approximately 1 month prior to a BOG meeting to allow for comments to be shared by the membership and discussed at the BOG meeting if needed. This changes the timeframe that is in the ACVM by-laws for newsletter distribution. Dates and potential by-laws changes will be discussed at the next BOG meeting.
- f. D. Loy (Exam Committee, approval of applicants)- D. Loy presented the names of applicants that were approved by the committee (all applicants for 2019 were approved). The committee is preparing the exams over the next month and Angoff scoring of the exams will occur in Sept. A motion was made by T. Gull to approve the candidates, seconded by M. Kennedy and was unanimously approved.

A motion was made by T. Gull to accept all reports, seconded by M. Kennedy and was unanimously approved.

6. New Business

- a. Election of VP- S. Olsen was nominated to remain as the VP for another term
- b. Election of secretary and treasurer for 2020-2023- K. Clothier was nominated as the next ACVM Secretary and Akhilesh Ramachandran was nominated as the next ACVM Treasurer. Kris and Akhilesh will shadow Becky and Tim for the next year and take over in the summer of 2020. A motion was made by M. Kennedy to approve these nominees for VP, Secretary, and Treasurer, and the motion was seconded by T. Gull. The motion was unanimously approved.
- c. BOG meeting at CRWAD on Sat., Nov. 2nd?- All agreed it would be fine to have the CRWAD BOG meeting on Saturday morning Nov. 2nd, beginning at 9am CST
- d. Emeritus status for Dr. David Pugh- Dr. Pugh paid his dues for 2018 and retired in Jan 2019. R. Wilkes made a motion to accept D. Pugh's request for emeritus status, seconded by T. Gull and was unanimously approved.

- e. Voting and newsletter- It was decided that voting should be separated from the newsletter. This will be handled instead through the listserv. The Secretary will provide the information needed for voting through email, according to the bylaws.
 - f. By-Laws changes- now that the BOG meetings occur more frequently than 2 times per year, the way the College is managed can potentially be changed; however, this would require by-laws changes as well. Potential changes will be discussed at the next BOG meeting.
 - g. Banquet: increased cost or additional changes- The banquet is not serving us as well as it did in the past. A. Woolums asked for feedback to be sent to her, based on information she provided to the membership in the newsletter.
7. Adjourn- a motion to adjourn was made by B. Wilkes, seconded by T. Frana, and was unanimously approved. The meeting was adjourned at 2:04 pm EDT.

Minutes approved by BOG 9/4/2019