**Minutes of ACVAA BOD teleconference**

**Thursday, April 4th 2019 5 PM EDT**

In attendance: Drs Egger, Fischer, Aarnes, Bauquier, Love, Ebner, O, Grimm, Kushner

**Administrative Business**

1. Approve the agenda – Dr. Fischer motioned to approve, and Dr. Aarnes, seconded; all were in favor

2. Approve the minutes to the March meeting – Dr. O motioned, and Dr. Bauquier seconded; all were in favor

**Old Business**

1. Website update- Dr. Kushner; 2 specific issues recently brought to light; the membership portal involving passwords which was unexpected; and now a new decision from ACVAA to request a more functional system for document submissions ( MOC and residents credentials)

a. PHOS expected they would provide one password for diplomates, and one for residents, stated in a March 26 email; we expected individual passwords

i. This is unacceptable as this would be a downgrade from what we already have.

ii. We want similar directory as what we have now

b. Although it was explained and cmte agreed at the beginning of the process that submissions of documents for residents and MOC would be relatively simple, discussion has now been brought up for a more functional data base system for on line submissions of MOC and resident logs

i. The website cmte and PHOS had a phone conference March 27 and discussed these issues clarifying our needs for a directory similar to what we have now and expanding functionality for MOC and credentials submissions

ii. Instead of engaging a third party to do this later ( ie document submissions) , have PHOS make it more functional now.

iii. Brandon (PHOS) said he will send an extension proposal to include these new requests and additional cost; it was received in the morning of this BOD mtg. \* ( see addendum)

iv. We need PHOS to be specific in description of how these areas will function

iii. For resident submissions, it was suggested to get credentials committee input for how this process would suit them

2. CD update – Dr. Kushner informed the BOD that she opened a 6 months CD for $50,000 and a 12 month CD for $50,000 at Live Oak Bank

3. NAVAS update- Dr. Grimm reported to the BOD that there will be some changes in the NAVAS BOD; Dr. Kruse -Elliot will be next President ; and therefore a replacement for her position with another ACVAA member is necessary

a. Dr. Egger has mentioned that she may be able to take on this responsibility

b. Some discussion followed;

i. ACVAA membership to NAVAS will be recognized through 2019

ii AVTA has also provided some funds in exchange for full membership

c Dr. Mama plans to send an informational email to the list soon and will be looking for volunteers

d. NAVAS has partnered with VIN; several ACVAA diplomates have already been presenting CE via VIN

e. Arrangements are being made to attach the NAVAS name with ACVAA at IVECCS this year and NAVAS will have a table top booth in the exhibit hall

f. In order to facilitate NAVAS’s success Dr. Grimm has asked that ACVAA support NAVAS with more funds over the next 2 years

g. Dr. Grimm made a motion : The ACVAA will commit up to $10,000 in support to NAVAS in 2020 , and contingent upon their demonstration of progress along with a budget to justify their expenditures to support these costs, will commit another $10,000 in 2021. Dr. Fischer seconded the motion and all were in favor.

4. Update Education CMTE request for funds at IVECCS -Dr. Egger- no information received

5. MOC documentation details- Dr. Bauquier—had no further update

6. Update on AVTA email request for a donation from ACVAA for their anniversary reception

a. Dr. O received their formal proposal asking for a donation towards the costs of their reception estimated to be around $11,000; the tentative date will be Sunday September 8th.

a. It is recognized that there has been a straining relationship between our 2 groups but it is important to have a good relationship

b. Dr. O and Egger will write a response with our offer of $1,000.00

7. Sponsorships to ACVAA - - Dr. Kushner with Drs. Wegner and Ovbey of the annual meeting CMTE have worked out a sponsorship plan for donations

a. A sponsorship of at least $500 will get their information on the vendor list that will available on our website , to be viewed by all visitors

b.. Sponsorship between $1000 and $ 5,000 they will have signage and/or name on slides with acknowledgment at the business meeting ; logo on the IVECCS mailed program

c. Sponsorship of $5000/yr or more – will get their logo on our home page

i. SmithsMedical, Hallowell, Akorn and Midmark have met this goal

8. Update on trademark – Dr. Fischer submitted the samples from those who use ‘board certified specialist in anesthesia and analgesia ‘ in signatures and elsewhere

**New Business**

1. Revisit per diems and committee reimbursements- Dr. Kushner discussed this issue and would like to update and edit the P&P that would be consistent and fair to everyone

a. Dr. Kushner will edit the P&P for the BOD’ review and input

2. Dr. Kushner informed the BOD that Dr. Ralph Harvey has asked for emeritus status and he has met the requirements that are stated in the P&P

Dr. Ebner motioned to adjourn; Dr. Bauquer seconded, all were in favor.

Meeting was adjourned at 6:50 PM EDT

Respectfully submitted 4/29/1

Lynne Kushner, DVM

ACVAA Executive Secretary/Treasurer

\*addendum – PHOS extension proposal sent April 4- described the updated membership portal that would meet our demands, and also describing a landing page within the member portal where users can submit MOC along with a form to submit any updates – this would total $8,600.00

A second extension proposal was sent to us April 25 that would include similar option as the MOC for residents to submit their case logs and other info - this second extension proposal, which includes all updates mentioned in the first extension, =$12,000.00