



**AVAP Conference Call  
AVAP Executive and Conference Planning Committee  
Monday, November 6, 2017  
1:00-2:00 PM CST**

**Meeting Minutes**

Conference planning updates - Megan Price and Gillian Townsend

- Dates (AVMA July 13-17, 2018) with Alumni receptions Friday, July 13, 2018
- Embassy Suites Downtown Denver confirmed for the conference
  - Near AVMA conference
  - Rate is around \$249/night (includes complimentary breakfast and an evening happy hour reception for guests)
    - CSU will check curtesy vs contracted block of rooms
  - Have space for main session and breakouts both days all one floor (Third Floor)
  - Hotel and reception contracts will be signed by AVAP president and treasurer
  - Registration will be in a space outside of main room
    - an hour before start (8-9)
    - start at 8 am on Wednesday
  - Basic timeline
    - Two Plenary Sessions per day with breakout sessions between
- Friday VTH tour
  - CSU responsible for transportation
  - Will provide box lunch option
- Potential Social
  - Rockies game
  - Near hotel
  - Block of seats together with food and beverage coupons
  - Looking at a pre-game reception close to hotel and stadium
  - \$6300 budgeted in 2017
- Budget
  - Lyn will send our final conference budget to committee
- Brainstorm theme
  - Baseball
    - More than Just a Home Run
    - Working Together for a Home Run
    - Keep the Line Moving
  - Mountains
    - Together we can move Mountains
  - It's all about the Team

#### AAVMC, Updates on MOU and meeting with deans - Cheryl Cobbs

- Jeff Douglass continues to work on behalf of AVAP with the AAVMC. We will wait to hear as that process moves forward
  - MOU
  - Address
  - 501c3 status (under AAVMC)
- Dean's Meeting in February
  - AVAP role in that meeting
    - Advancement Leader in Vet Med presentation to deans on behalf of AVAP
    - AVAP presentation by AVAP leadership about the organization
    - Jeff is working to add that to the agenda
      - should hear back about that soon

#### Topics of interest calls – Danielle

- Will start after the first of the year

#### AAEP meeting

- Gretchen will send an email about a possible breakfast

#### Website

- Monthly update for the website
- Wordpress email is up and ready
  - Gretchen will send message to accompany that announcement and invitation to join the list serve
- Two general emails were created to use for the email service [AVAPorganization@gmail.com](mailto:AVAPorganization@gmail.com) and [admin@avaponline.org](mailto:admin@avaponline.org)

#### Set next call

December 4<sup>th</sup> 1:00 Central Time