



**ASSOCIATION OF VETERINARY ADVANCEMENT PROFESSIONALS
2018 ANNUAL BUSINESS MEETING AGENDA**

July 12, 2018, Denver CO

Meeting Minutes

1. Meeting called to order at 2:45 by President Gretchen Morgan
2. Review and approval of 2016 AND 2017 annual meeting minutes
 - It was moved and seconded to approve both 2016 and 2017 meeting minutes as presented. The motion passed unanimously
3. Treasurer's report
 - Treasurer Lynne Haley presented the financial report for AVAP (attached)
 - Several expenses are still pending but will be off-set by the few additional conference registration payments to be received
4. Old business
 - a. Accomplishments:
 - i. Collaboration with AAVMC
 - The board and AAVMC have been working hard and are excited to present a proposal to the membership at this conference
 - ii. Membership updates
 - 268 members on the AVAP directory, an increase from last year
 - All schools are asked to go in and double check the directory to ensure it is up-to-date
 - iii. More resources on website
 - Stories are posted about our experiences as advancement professionals in vet med
 - Forums are posted. Please submit topics to admin@avaponline.org and post to existing forums
 - b. Chris Gruber Memorial Scholarship pledge
 - Joe Montgomery provided remembrance of Chris and update on the scholarship including pictures of the past recipients with family members.
 - It was moved and seconded to approve the final payment for the 5-year pledge for the memorial scholarship. The motion was approved unanimously.
5. New business
 - a. AAVMC collaboration – Cheryl Cobbs
 - Cobbs provided an overview of the documents that were presented to the membership prior to the conference regarding the AAVMC history and FAQ's
 - After pursuing 501c3 status, it was obvious that working with AAVMC offered more potential and ease
 - It was moved and seconded to adopt the MOU creating a partnership between AVAP and with the AAVMC
 - Jeff Douglass confirmed several questions about fees, term of MOU and services provided

- Motion passed unanimously
- Bylaws changes
- The bylaws needed to be updated to reflect the partnership with the AAVMC, the bylaws committee presented those recommended changes
 - It was moved and seconded to accept all bylaws changes. A hand-count vote was taken. The motion passed unanimously.

6. Election of officers

a. Slate of Nominees presented for 2018-2019

- i. President Danielle Johnson
- ii. Vice President Joe Montgomery
- iii. Secretary Bill Venne
- iv. Treasurer Lynne Haley
- v. Treasurer elect Karen Johnson
- vi. Member at large Julie Byczynski
- vii. Member at large Chastity Carrigan
- viii. Conference Chair Alison Davitt (position does not require vote of membership)
 - Nominations were requested from the floor. No additional candidates were presented.
 - It was moved and seconded to approve the slate as presented. The nominees were all confirmed unanimously.

7. Passing of the gavel

- Gavel passed to Danielle Johnson

8. Announcements – President Danielle Johnson

a. Volunteers to help with AVAP website

- Training will be provided to those interested
- If interested, contact Danielle or email avapadmin@avaponline.org

b. Expanding our network –

- Student Affairs/Office of Career Management invited this year
- They are a part of AAVMC and would be a natural fit for future conference

c. Personal comments

- All attendees are encouraged to complete the survey
- Please continue to encourage leadership to attend AVAP conferences

d. Thank the board – Cheryl, Gretchen, Kelley, Lynne, Joe, Bill and Karen

e. Special thanks to Megan and the CSU team

9. Conference Presentation-VA/MD

- Theme: Advancing Together
- Gifts and information provided to all attendees
- AVAP members are asked to upload pictures from throughout the year which will be used in the 2019 conference planning. A link will be sent for uploading pictures.

10. Adjourn