



**AVAP Conference Call
AVAP Executive and Conference Planning Committee**

**Monday, July 2, 2018
1:00-2:00 PM CST**

**Dial: 225-578-4942
Conference ID: 064201#**

Agenda

1. Conference planning updates
 - a. Finalizing paperwork, adding notes, bios for conference
 - b. Conference registration = ~108
 - c. Executive Committee arrivals- primarily Tuesday
 - d. Conference evaluation: Kelly will work with Megan

2. AAVMC comments, bylaws changes
 - a. Joe and Cheryl will work on speaking points
 - b. Cheryl will check with Jeff about MOU execution

3. Business meeting agenda
 - a. Did we approve 2016/17 minutes? No, Kelly will send them out to review and approve at this year.
 - b. Budget- Lynne will present
 - c. Chris Gruber presentation and final installation- Joe Montgomery will prepare notes for presentation. Last \$5K installation. Lynne will verify pledge payments over past five years.
 - d. Old business
 - e. New business:
 - i. AAVMC and AVAP MOU
 - ii. Washington DC conference July 31-August1- precede the AVMA
 - iii. Election of Officers
 - iv. Passing of the gavel
 - v. Danielle Johnson announcements

4. Other topics- Expanding Network

- a. Should we open membership to Student affairs people? Joe- get dean's feedback and awareness and value of AVAP- are there other groups that should be considered?
- b. Does AVAP stay with AVMA or change format to remain in DC with AAVMC meetings? (future discussion)
- c. Considerations may be how next year's conference is organized- sessions, faculty interest
- d. Kelley- accepted new position at Advancement Resources- Sr. Facilitator, she will attend the conference. Will need to plan transition for website and the million other things that Kelley does, including last year of her secretary position! Moving to Cedar Rapids, Iowa. Outline list of things she is involved with to share with Danielle and Joe for recruitments. Recruit ahead of time- Julie Bycznski from University of Guelph or Jennifer Malloy from Western College of Vet Med at Saskatchewan
 - i. Keeping minutes and uploading to website
 - ii. Keeping membership directory up to date
 - iii. Sending emails to membership
 - iv. Website- (better done by conference organizers)
 1. Delta will provide website training to conference team and new secretary (Kelley)

Meeting adjourned: 1:45 pm