

Association of Veterinary Advancement Professionals
Annual Business Meeting
July 29, 2014, Ft. Collins, CO

- I. Call to Order – The meeting was called to order by President Kelley Marchbanks (OSU) at 3:15 PM.
- II. Review and Approval of 2013 Annual Meeting Minutes – The minutes were discussed and with no corrections. Cheryl Cobbs (UC DAVIS) moved to approve the minutes and the motion was seconded by Gretchen Morgan (LSU). Minutes were approved as presented.
- III. Treasurer’s Report – On behalf of Lynne Haley (WSU), Kelley Marchbanks presented the Treasurer’s report. (SEE AGENDA). Members discussed the revenue, expenses and balance.

Beginning Balance			\$3,224.02
Estimated	Registration fees	\$28,275	\$33,275
Conference Revenue	<i>87 participants at \$325 per person</i>		
	Purina Sponsorship	\$5,000	
Estimated	Hotel Catering and AV	\$16,000	\$28,375
Conference Expenses	Speakers	\$4,000	
	Social	\$4,775	
	DMC Breakfast	\$2,500	
	Conference Materials	\$ 500	
Annual Organization	PayPal Fee	\$850	\$4,150
Expenses	Web hosting	\$300	
	Memorial Scholarship	\$1000	
	Articles of	\$2000	
	Incorporation Fees		

Total cash assets: \$36,499.02

Total expenses: \$32,525

Projected ending balance: \$3,974.02

- IV. AAVMC Communication Excellence Award presentation – Jeffrey S. Douglas, Senior Communications Consultant (AAVMC), reported on the inaugural communication excellence award. Approximately 25% of the AAVMC communications’ members participated in the competition. The 2014 AAVMC Communication Excellence Award winner is Ashley Berke (U Penn) director of communications. Berke was presented an

engraved crystal award and a \$1,000 honorarium. Berke will also present a communications program during the AVAP conference.


V. Old Business

- I. Nonprofit Status – President Kelley Marchbanks advised the members on the status of the nonprofit application. By working through Jeff Douglas (AAVMC), AVAP will fall under the AAVMC and be entitled to use their business address as our permanent address. The Articles of Incorporation will be signed on July 30, 2014. The process should be final by 2015 conference.
- II. By-Laws Update and Approval –Secretary Jo Ann Winn (UF) presented the proposed changes to the members. (see Agenda, 2nd page). Members discussed the proposed changes. Karen Legato (UF) moved to accept the changes, and Kevin Mahaney (CORNELL) seconded the motion. The motion passed unanimously.
- III. Chris Gruber Memorial Gift Report and 2014 Payment Status – President Kelley Marchbanks advised the members of the current motion that was laid on the table in 2014 to fund the Chris Gruber Memorial Scholarship at Kansas State CVM, at \$1,000 a year for 5 years with a vote to come up each year considering financial status of the organization. Cheryl Cobbs (UC DAVIS) moved to take the motion from the table, and Heidi Kramer (U WISC) seconded the motion. Discussion was held concerning the low balance post conference and the financial needs for start-up funds for the 2015 conference. Jason Caniglia, Associate VP of Development at K-State expressed their appreciation from AVAP's offer to donate to the scholarship. He mentioned that Gruber's position is still open and the situation has rocked their staff. Courtney Marshall (K-STATE) reported that Gruber's scholarship fund was fully endowed from donations received therefor the scholarship is not dependent upon the annual scholarship from AVAP but is obviously appreciated. It was discussed that funding for that purpose be built into the next conference. However, members were reminded that per the 2014 business meeting minutes it was decided that it was inappropriate for CVM's to pay for a scholarship of this nature. It was suggested dropping the amount to \$500 instead of \$1000, however, no motion was made to that effect. With a voice vote, the motion passed per a call of the chair with no call for division of the house.

VI. New Business

- IV. AAVMC 50th Anniversary – Jeffrey Douglas reported on the AAVMC's 50th Anniversary Celebration planned for March 2015-2016. The theme is "Fifty and Forward" and will focus on what the AAVMC is and what the organization does for veterinary medicine. More info is available at: <http://aavmc.org/>
- V. 2015 Conference Planning – President Elect Jonathan Burton (TUFTS) advised that the 2015 AVAP conference will be held in Boston July 10-14. His team will work on the plan.

- VII. Election of Officers – President Kelley Marchbanks opened the floor for nominations for the vacant positions of vice president, treasurer elect, and conference planner. Without any opposition, Pam Jones (CSU) was nominated for vice president; Cheryl Cobbs (UCDAVIS) was nominated for Member at Large (2-year term); and Lorraine Daignaut (Tufts) was nominated for conference planner. Jodi Peeler (Ross) will serve as Treasure-elect and Kelley Marchbanks will serve as the immediate past president. Neither position requires the member approval. Tom Venturino (UCDAVIS) moved to accept the nominees, Kevin Mahaney (CORNELL) seconded the motion, and the motion passed. The new slate of officers for AVAP 2015 are: Jonathan Burton, president; Pam Jones, vice president; Kelley Marchbanks, immediate past-president; Jo Ann Winn, secretary; Lynne Haley, treasurer; Jodi Peeler, treasure-elect; Gretchen Morgan, member at large; Cheryl Cobbs, member at large; and Lorraine Daignaut, conference committee chair.
- VIII. Recognition of Current and Retiring Officers – Past President Kelley Marchbanks presented the AVAP president’s gavel to incoming President Jonathan Burton. Marchbanks then recognized and thanked the retiring board members: Tom Venturino, member at large; and Mary Berger immediate past-president. She then recognized and thanked the current officers present: Jonathan Burton, president-elect; Jo Ann Winn, secretary; and Gretchen Morgan, member at large for 1 year. On behalf of the executive board, Marchbanks expressed their appreciation to Pam Jones, 2014 conference committee chair and her team for planning an outstanding conference at CSU this year. President Burton then presented Marchbanks with a certificate of appreciation for her service as president for 2 years, and presented her with a retro poster of the Rocky Mountains National Park.
- IX. Announcements – Mary Berger (PENN) announced if anyone has been contacted by Target Analytics. TA has proposed to design a system for reporting and can collect data from each CVM to analyze. Berger asked about a committee to investigate this idea. Tom Venturino moved that Mary establish a committee for this purpose, and Heidi Kramer seconded the motion. Berger will form this committee and report to the 2015 business meeting.
- X. Adjourn – President Jonathan Burton adjourned the meeting at 4:15 pm.

Recorded by		July 29, 2014
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