

Minutes

***Conference Call for AVAP Executive & Conference Planning Committee***

**Monday, May 15, 2017**

**11:30 – 12:30 p.m. Pacific Standard Time**

**Dial: 866-740-1260**

**Passcode: 7540398#**

**Members Present:** Cheryl Cobbs, Joe Montgomery, Chad Rolfs, Cassandra Clore, Danielle Johnson, Karen Johnson, Gretchen Morgan, and Jo Ann Winn

President Cheryl Cobbs called the meeting to order at 2:37 PM, EST.

**Old Business:**

1. **Minutes- Jo Ann –** The minutes from the April meeting were approved as presented.
2. **Budget- Lynne –** Lynne was unable to attend the meeting. No report.
3. **2017 Conference- Chad Rolfs and Cassandra Clore**

* Chad reported that registration numbers are around 60 people, hoping to get 100.
* Registrations are good for breakout sessions and the zoo event.
* Question about post-conference lunches. Need a host to run each topic. Jo Ann Winn will host alumni relations; Danielle Johnson will host Major Gifts; and Joe Montgomery will host Donor Relations and Communications.
* Discussion held regarding what to talk about during the sessions. Chad will message those who registered asking for topics/issues to discuss.
* Early Bird registration closes June 2. Chad will send a reminder by May 29.
* Chad will follow up with vet school deans in June. Only 1 dean has responded to attend.

1. **Sponsorships- Cheryl** – Cheryl reported on the letter that Gretchen and Joe wrote to solicit sponsorships for the conference. Main points were:

* Who to approach? Specialty advertising company? Proforma? Trophy shops, Stelter Printing?
* Levels were established from Purina gift ($5000)
* Gretchen will reach out to several vendors for sponsorships when the 501(c)3 is finalized. Amended June 26, 2017 - JW
* ~~Question whether or not the 501(c)3 tax exemption is established or not.~~

1. **Vet Med United- Joe –** Joe reported the Vet Med United campaign at K-State and the awareness generated for suicide prevention. The program started after losing a veterinary resident. Joe asked if other vet schools were involved with programs like this. He inquired if alumni coordinators communicate this info to respective alumni. Florida does.

**New Business**

* 1. Jo Ann asked about the Communications in Excellence Award winner will be announced. Cheryl will follow up with Jeff Douglas at AAVMC.

With no further business to attend, the meeting adjourned at 3:08 PM EST.

**Future meetings:**

* + **June 19, 2017**
  + **July 19-21, 2017- AVAP conference “Racing Toward Success”**