



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

**Monday, August 20, 2018
1:00 to 2:00 PM CST**

1. AAVMC MOU transition updates
 - a. Jeff Douglas informed us that we will be working with Mark Stoddard and Leslie Wilson at AAVMC
 - b. AAVMC CEO Andy Maccabe has signed the MOU and the documents are being mailed to Danielle at The Ohio State
 - c. Jeff has set a December 1 deadline for transferring the funds. He plans to set up a conference call with Danielle and Lynne and the AAVMC operations people. Lynne feels the December 1 deadline should work.
 - d. Jeff thinks the AAVMC housing team could try to help conference hotels, but they don't have direct connections in place since they usually work through AVMA's housing bureau.
 - e. Bill, Danielle and Joe need to update the AVAP website with AAVMC language and links. Jeff suggested we refer to AVAP as a component organization within AAVMC.

2. AAVMC Scholarship Award
 - a. An email announcing the new award was sent last week.
 - b. Jeff asked that AVAP promote this award throughout the membership.

3. AVAP website
 - a. Danielle reported that she, Bill, Cynthia from VA-MD, and Joe have been trained by Kelley's husband Aaron on the website.
 - b. Danielle suggested we delay adding headshots/member photos to the website until we have a better handle on it.
 - c. We have removed Kelley's email and contact info from the website.
 - d. A separate meeting will be proposed to discuss who will manage the discussion groups.
 - e. Danielle will reach to Aaron M. about mailchimp.

4. Budgets
 - a. Lynne asked if anyone had questions about the FY18 budget. It looks good.

- b. Lynne has yet to receive the Purina Nutrena check. She will reach out to Emily at Purina and Megan at CSU.
5. Conference Recap
- a. The executive committee used Karen's recap as a starting point for discussion.
 - b. Overall the responses were very good.
 - c. To help decrease costs, the suggestion was made that the conference be ½ day on Wed, full day on Thurs, and ¾ day on Friday.
 - d. For next year, we need to prep facilitators for break out groups better. Julie volunteered to check in with facilitators and help them prepared better.
 - e. With two AAVMC awards next year, we need to manage award winners' expectations on how long they can speak. We should consider having award winners only acknowledge awards to the full group and then present about their award-winning accomplishments under separate tracks.
 - f. It would help participants if nametags were coded to show what tracks or breakout groups they choose.
 - g. A suggested roundtable was for the "small but mighty shops."
 - h. The committee discussed the challenge of offering new sessions and the "bread and butter" sessions offered in past years (i.e. grateful clients, metrics, alumni receptions, etc.)
6. Planning 2019 Conference
- a. VA-MD is working on a timeline
 - b. VA-MD plans to personally reach out to schools that did not attend AVAP in CO
 - c. We discussed finding more sponsors.
 - d. The question of how late can we go on conference Friday. 3:00 was suggested.
 - e. We should offer more overall general advancement sessions.
 - f. We should consider touring AAVMC and/or VA-MD equine center.
 - g. We discussed possibly surveying 2018 attendees about a slightly different schedule (starting later on Wed and ending later on Friday).

Meeting adjourned at 2:05 PM CST.