



AVAP Conference Call

AVAP Executive Committee

Meeting Notes

Monday, May 20 2019

1:00 PM to 2:00 PM CST

1. 2019 Conference Updates / Needs

53 people have registered for the conference. This appears to be slightly behind registrations at this point in previous years. An email will be sent later this week reminding people to register. The executive committee raised concerns that the expensiveness of Washington DC (as compared to Denver and Indianapolis the last two years) may impact the number of conference attendees. It was noted that the \$229 per night for a hotel room was reasonable.

All conference sessions have assigned moderators. Two training sessions for moderators will occur this week. The training sessions will include a single sheet job description to help moderators facilitate their sessions easily. All moderators are to send their headshots and bios to Karen Johnson at University of Florida. She will upload them to a Google drive.

Advancement Resources has come forth as a \$1000 sponsor. The executive committee recommended they sponsor one of the three breakfasts.

The social hour/happy hour location has changed. It will now be at District Chop House.

Sherry Buckles from NC State College of Veterinary Medicine has asked that an annual giving survey be sent to all AVAP members. The board asked Danielle Johnson to loop back to Sherry to learn more about her goals for this survey.

2. Discussion of Conference Chair on AVAP Executive Board

Cheryl Cobbs of UC-Davis and Chastity Carrigan of Texas A&M have been drafting a job description for a Conference Chair position which would be different from the conference chair from the host college's job description. The job description has been challenging due to the new nature of AVAP's relationship with AAVMC/AVMA. The executive committee feels this position would be helpful going forward.

The executive committee also discussed recruiting new board members (Treasurer-elect, vice president, and conference chair). It was suggested the board look for schools which have not been engaged at the board level and reach out to people before the AVAP conference in DC.