



AVAP Conference Call

AVAP Executive Committee

Meeting Notes

Monday, June 17 2019

1:00 PM to 2:00 PM CST

1. 2019 Conference Updates / Needs

90 registrations so far. This is in line with previous years. A final email reminding people to register will go out June 24.

Karen Johnson has received roughly 50% of the moderators' bios and headshots. She will reach out to acquire the rest.

Development professionals from Johns Hopkins University Medical School will lead a grateful patients session. Danielle Johnson asked what direction she could give the presenters. The committee suggested they talk about engaging faculty and other front line hospital staff.

Danielle Johnson reported that Advancement Resources is sponsoring the Thursday, August 1 breakfast. Kelly Marchbanks will speak at the breakfast.

Alison Elward from Virginia-Maryland asked for sponsor logos for the printed program.

The executive committee asked that hotel provide easels, flipcharts, bottled water, and 5 tables for speakers.

The committee talked about special guests attending the AAVMC awards would not have to pay but we do want them to have nametags. We will ask them to stop by the registration table to receive their nametags.

2. MOU/Conference Timeline

Discussions have begun with UC-Davis and Western University as the 2020 host institutions. The executive committee will meet with them at the 2019 AVAP (Friday, August 2). At that time, a memorandum of understanding outlining responsibilities will be shared.

3. Possible board nominees

Kay Glaser from Washington State University has stepped forward to be the 2020 secretary. The June 24th email will outline other open board positions and their roles.

A change to the bylaws will be needed as the executive committee brings forth a conference planning liaison and host institution chair. A motion will be prepared and brought to the business meeting in Washington DC.

Meeting adjourned at 1:55 PM Central Standard Time.