



Monthly Conference Call Minutes
March 16, 2020
Phone: 1-877-820-7831 (Code: 824636#)

1. 2020 Conference- COVID 19 concerns

- a. Most participants are working from home due to the COVID closures.
- b. Conference Liaison Role- The conference liaison was created to for a conference Host School when it needs help. Gretchen thinks it may be in the way, nor helping, when teams like Davis have the staff to have it under control. Maybe they should help in creating the timeline and then get out of the way unless help is needed. Being a go between is not necessary, and may be interrupting flow. It was created because of confusion in contacts with AAVMC. Possibly some tweaking is necessary. We need a smooth process, so if the liaison is just adding extra steps, we may need to rethink it. By-Laws now include this position and say it is one year at a time, so we may need to change by-Laws. Gretchen asked if she might be willing to continue, but she is not sure she is helping now. It is probably good to have continuity in case AAVMC has problems. Cheryl added that it was set up because of the new relationship with AAVMC, we should get through the year and then reevaluate. We should also check with Mark and Leslie to see how things went for them. Possibly past president or past conference host could be the next year's liaison instead. We could reevaluate after this year or in 2 years.
- c. Conference discussion – Do we need a backup plan. Can we cancel contract at hotel? If AVMA cancels we cancel. Their plans are unchanged, they believe the conference is far enough out to be ok. Need to talk to Town and Country, based on contract if we cancel we are out 58K, but if the Governor mandates no large groups, we are only out the deposit. Most hotels have something in contracts to cover disasters, if we cancelled now that would apply, but since we are waiting, we do not know. Many people under travel restrictions, some have them through April or May. This may allow more to come because they are not spending travel money now. Julie told Joe they have travel restrictions.

Joe wondering about conference sessions- are they done- do they need help? Wait to hear from AVMA before we move forward. Cheryl sent talking points to Joe for President's letter. We do have a crisis communications session, it may take a new turn now.

Many sponsors are will to speak with no fees to get in front of us, others will just sponsor. Continuing to recruit speakers, then we will find the expertise that exists in our group. Hopefully COVID19 does not hamper our efforts.

- d. We have to find out what the AVMA Convention does, if they cancel, what would they do instead? We need to see if AVMA has a date set to decide if they will cancel or not. They are in limbo now too. AVMA does have a COVID19 page too. Their registration and convention page is still active with no warnings. If worst case scenario happens with travel restrictions and canceling, will schools need money back or can they let the fees ride until next year? We will be in a holding pattern for a while, we will move forward in good faith without incurring expenses.

- e. Do we have a cancellation policy for the conference? We have a 7% fee that we lose to AAVMC. Can we allow teams to send another colleague? We should state a cancellation policy when we launch registration. If we do allow people to cancel we would need charge them the 7% AAVMC fee. Danielle said we should wait a while for these conversations until more is known. Bill thinks we should mirror AVMA's cancellation language, but not a \$75.00 fee.

- f. Other business- We will schedule an additional meeting for the first of April to discuss all the changes as we know them to be by then.

Attending- Joe, Karen, Bill, Kay, Cheryl, Julie, Gretchen, Danielle, Pamela