



Monthly Conference Call Minutes
May 11, 2020
Join Zoom Meeting
<https://ksu.zoom.us/j/730424314>

1. AVAP ZOOM and online ideas- COVID 19 concerns
 - a. All participants are still working from home due to the COVID closures. Because of social-physical distancing, AVAP is still finding new tools for all members. Board members chatted about online graduations, some good, some bad.
 - b. With AVMA cancelled, Pam updated that she talked to Leslie at AAVMC, and told T&C that AVMA has cancelled, so we need to cancel at no cost. Daniel of T&C will take it to their board. They have already had several cancelations in that time frame. We are still waiting for letter from governor. They have stated no gathering thru August. CA is opening up to phase 2 in places, but the conference happens in phase 4 after a vaccine. So, CA is not anticipating groups until 2021. Don't cancel hotel rooms yet, but after the announcement then cancel from group block. It should be automatic if you registered under AVAP. AAVMC is holding registrations for colleges. If they need to refund, AAVMC will do that, but we should encourage folks to leave it on file for next year. Ready to email Café Coyote to cancel reception too. We did not have a deposit there.
 - c. The latest survey results, after asking members again to fill out the survey, added to the plan. We are still talking about a business meeting at the time period we were supposed to hold the conference. Do we want to send a save the date for a virtual meeting? Work group suggests a 2-day expo, 2 short days, from 9am-noonPST, for broad time zone reach, trying to keep it short for attention span on ZOOM. Maybe add an early half hour for those who want to talk and have coffee first. Joe will say a few words, keynote, (go back to Kathy Drucker-Duff to see if she wants to talk) then a Q&A with her, then breakout to groups for facilitated conversation. 2nd breakout based on topics, then maybe a happy hour; day 2 coffee and chat, talk about adapting to virtual world, then business meeting, the committee will see if Purina will talk about what they are seeing, then another breakout. Wrap up with a president's message.
 - d. Part 2 of proposal would be seminars, based on survey topics, and colleagues wanting to network, set up as regular zoom meetings based on topics. We could have multiple events at the same time. At least do this through the summer until expo in July. Danielle added that some of the topics are still wanted, but by August and September we do not know what will be happening. Breakouts could be a set of monthly meetings instead of at one time. That way we can cover more Advancement topics, some sessions are relative to all, then going into fall with more topics. We anticipate the EXPO being free because it is sponsored by Purina. Hopefully that engages more, and they will attend next year. This is to keep Purina active and involved too.
 - e. Bill asks how we decide who will run the sessions, and breakout sessions. Who will host, who will add in questions and keep it going? We will do tips for online moderators, like last year. We will train those who need it, coordinated through Davis. Chastity suggests rehearsing, they have noticed big difference in those who do. Pam says we need to keep it well organized; moderators of bigger groups will need

more help and control. All efforts to keep it smooth and professional. We can have the experienced people teach us. Joe thinks we need to register people, so we know how big those sessions are. Recruit moderators from outside the board for full participation. Trying to do a two-day event may cause Zoom fatigue, we don't want to lose too many for our second day and business meeting. We need to emphasize that we need all to participate in the Business meeting. Danielle thinks they will join because people are hungry to talk to people who are doing the same thing, not what "engineering for example" is doing.

- f. Joe asks if we are ready to move ahead with this, start planning, schedule calls, send out zoom invitations for all meetings and the expo, get it on calendars. One way to register people without a registration is Zoom RSVP. Send an email with information and links to Zoom sessions. Joe can send a simple virtual message place holder, here is what is happening, here is our plan, you will be hearing more. AVAP board is hosting expo, it is up to the rest of the board to set up May meeting meetings. Set up topics for May and June, let others take on June. Cheryl reminded group that the survey identifies those who said they want to help or lead.
- g. Joe will send message this week with a date for a May meeting. We are looking at Wednesday, May 27th, at 1:00 EST. Maybe set all meetings for the last Wednesday of the month at 1:00pm EST on. We don't need full expo agenda yet. Bill and Danielle will do the first meeting on fundraising. Do we want to cover any other topics, are there breakouts? Pam thought we planned on topics, one meeting per month. Cheryl added that is how they see the breakouts, one overall topic, then breakouts talk about the different applications and impact in their area, communications, events... So, are we planning for two pre-expo sessions, then more post-expo, we will see how it goes. Pam reminded that we can record them all so people can go see what they want to see.
- h. Joe will look at finalizing message to members. Bill and Danielle will work on May topic. We will meet again in next week, to plan expo sessions.

Attending- Joe, Bill, Kay, Cheryl, Chastity, Julie, Danielle, Pamela, Tim, Hnouzong