

**AVAPL EXECUTIVE BOARD CONFERENCE CALL
AGENDA
APRIL 11, 2013 (3:00PM ET)**

Present: Dr. Levenson, Dr. Fischer, Dr. Klocek, Dr. Landes and Dr. Cavicchia

Minutes – Executive Board Minutes of 3/14/2013 were approved with the addition of the Treasurer's Report.

Treasurer's Report

- Conference Account: \$28,016.01
- Membership: \$38,512.94

Old Business

1. Clarification of financial commitments – the Executive Board unanimously agreed to cover Dr. Zeiss' daughter's travel to the San Antonio Conference. The Conference Committee will be asked to consider funding McKenzie's son's travel funding.
2. BEA Minutes were received from Dr. Rubenstein. The proposed plan is to establish an Ad Hoc Workgroup (subcommittee) for education to advise the Executive Board on training requirements. There was unanimous approval for this proposal.
3. The “Chiefs’ Survey” Status remains pending – Dr. Levenson will review the results and compile a summary report.
4. The By-Laws and Code of Conduct Voting Plan was discussed – the changes will be placed on a Survey Monkey by Dr. Burk. It was agreed that a summary of the changes will be included on the ballot.

New Business

1. Budget Procedures – Dr. Landes recommended the establishment of a formal budget process and procedures. The Executive Board would oversee the Membership Fund and also have ultimate oversight of the Conference Fund. Areas for potential funding approval will be delineated which will include a formal process for requesting funds. It was unanimously agreed that Dr. Landis will draft a proposal for managing the AVAPL funds and will present a budget plan for approval consideration.
2. Presenter for Pat DeLeon Award – Discussion occurred regarding who would present the award to Dr. McNamara. Several names were discussed. Dr. Levenson will review the current list of registrants for the conference before a final decision is made.
3. Elections Plan – Plans were finalized for the upcoming election. Dr. Klocek will be leaving VA. The positions that will need to be filled include President, President-Elect and Treasurer.

4. AVAPL Newsletter Status – Early career psychologists have inquired about the AVAPL Newsletter. Discussion occurred and it was recommended that the responsibility for the newsletter be given to the Early Career group – Dr. Levenson will discuss with Dr. Graves.
5. Rebuilding relationships with APA – Dr. Levenson will continue to reach out to APA to ensure a positive working relationship is maintained between AVAPL and APA.

Other Business (pending)

1. Title 38
2. VACO Directory Listing Progress
3. Partnering with Div 18 on Mentoring - or establish plan to simplify it
4. Mentoring to New Chiefs, dealing with HR
5. Live Meeting on VA Topics for new psychologists to assist with acculturation
6. Strategies to increase/retain membership
7. 501c6 Organization - use GOOGLE and “hang outs” (audio and video) and not VANTS

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Stephen Cavicchia, Psy.D.
Secretary