

AVAPL Executive Board Call – Minutes 11/15/18

Attendees: Sam Wan (SW), Genevieve Davis (GD), Tracey Smith (TS), Mary Beth Shea (MS), Absent: John McQuaid (JM)

Topic	Discussion	Action Item	Owner(s)
Standing & Old Business			
<ul style="list-style-type: none"> Review AVAPL annual calendar 		SW to review	SW
<ul style="list-style-type: none"> Description of duties for each executive board member. 	-Need duties for President Elect, President and Treasurer -SW will revise list of duties after meeting with JM this week. -Explored the idea of a member at large position still. May just have these be Ex Officio members	SW to send	SW
<ul style="list-style-type: none"> Create RxP survey 	Discussed having information on pros and cons as a part of the “ballot.” SW/GD discussed the usefulness of having this sort of thing for election ballots in OR/CA. MS agreed to have this as a part of it, in case people want to read further.	MS agreed to draft something for AVAPL membership	MB
<ul style="list-style-type: none"> Discussed talking with SIGs about SIG members being AVAPL members and submitting membership list. 	SW to discuss with POC&A	SW will reach out to the POC&A SIG	Exec board members
<ul style="list-style-type: none"> Awards 	Tracey reviewed bylaws on changing award titles and there is nothing in them; she sent award descriptions for us to review. Will discuss consolidating or redefining award titles for less overlap at next call.	- JB added nomination link to home page	Exec board members
<ul style="list-style-type: none"> - Explored the transition to a new webmaster in the coming year or two 	TS posted on listserv but limited responses. TS suggests using foursquare as a way to bid for more frugal options to use service for website redesign and then discuss other	-SW to check on rates for website management	Exec board members

-	options for upkeep. One part of this will depend on whether we will be using the website for registration for conference.								
- History workgroup	<p>-Dr. Baker is asking for two sums of money.</p> <p>1) Have donation to Cummings Institution (where our archives are housed) be a recurring donation</p> <p>2) Workgroup needs a budget due to scanning, digitizing, and other forms of recordkeeping.</p> <p>- Discussed potentially asking members if they'd like to fund this workgroup in addition to their membership. This also be a way of gauging membership's interest. Also discussed the donation amount for the Cummings Institution, the reasoning for particular amounts.</p> <p>- Discussed funding it this year but in future having it be based on donations from membership.</p>	<p>-MS will continue to follow up with workgroup to discuss reasoning for amounts.</p> <p>-SW will look up reasoning for initial amount of Cummings donation.</p>	Exec Board members						
- Possible 2019 Midwinter weeks	<table border="1"> <tr> <td>3/25/2019</td> <td>4/1/2019</td> <td></td> </tr> <tr> <td>4/1/2019</td> <td>4/7/2019</td> <td></td> </tr> </table>	3/25/2019	4/1/2019		4/1/2019	4/7/2019		TLS wrote to HK – have not heard back. Will reach out again in a few days.	Exec Board members
3/25/2019	4/1/2019								
4/1/2019	4/7/2019								
- Treasurer	Checked on transfer of treasurer duties.	Still on going	SW, JM						
New Business									
- Bridging the SIG mentoring programs into one program	- GD reached out to ECP and they agree on transition but voiced a need to determine who will be active in the program (right now it's all ECPs) and how to engage others in the group	-TS will set up meeting with SIGS to connect with them on this	TS						

- Transition of leadership	- Discussed Mid-Winter and the transition of roles for upcoming visits. Also TS will be out of the country this winter and SW agreed to cover calls during that time.																	
- Revisiting adding SIG leaders to Advisory call once a quarter	<table border="1"> <thead> <tr> <th data-bbox="686 370 1098 402">SIG</th> <th data-bbox="1106 370 1509 402">Co-Chair</th> <th data-bbox="1518 370 1814 402">Co-Chair</th> </tr> </thead> <tbody> <tr> <td data-bbox="686 409 1098 441">Women in Leadership</td> <td data-bbox="1106 409 1509 441">Toni Zeiss</td> <td data-bbox="1518 409 1814 441">Janna Fikkan</td> </tr> <tr> <td data-bbox="686 448 1098 480">Telemental Health</td> <td data-bbox="1106 448 1509 480">Ruthie Varkovitzky</td> <td data-bbox="1518 448 1814 480"></td> </tr> <tr> <td data-bbox="686 487 1098 558">Psychologists of Color & Allies</td> <td data-bbox="1106 487 1509 558">Gayle Iwamasa</td> <td data-bbox="1518 487 1814 558">Marcos Lopez</td> </tr> <tr> <td data-bbox="686 565 1098 597">Early Career Psychologists</td> <td data-bbox="1106 565 1509 597">Josh Rinker</td> <td data-bbox="1518 565 1814 597">Alison Jahn</td> </tr> </tbody> </table>		SIG	Co-Chair	Co-Chair	Women in Leadership	Toni Zeiss	Janna Fikkan	Telemental Health	Ruthie Varkovitzky		Psychologists of Color & Allies	Gayle Iwamasa	Marcos Lopez	Early Career Psychologists	Josh Rinker	Alison Jahn	TS will write to the SIG chairs about this.
	SIG	Co-Chair	Co-Chair															
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Toni stepping down at WIL SIG co-chair. How are SIG chairs elected/appointed? Do they have term limits? Do we need to add changes to bylaws.		TS will contact SIG chairs.																
- Bylaws say: SIG chairs are appointed by executive committee and that they serve for 3 years.																		
- Our recommendation will be that those terms are staggered and that appointments will be made from a selection given to the EC from the SIG group.																		
- Minutes	- More details provided in this format. Could be pros and cons with that. Decided to stick with this format and for the group to more closely monitor minutes prior to posting.		Exec board members															
Questions																		
● Open question/discussion	<p>MS reported that bylaws say newsletter editor(s) and webmaster can be included as non-voting members of the executive committee.</p> <p>Also, there is an awards committee and members can be appointed by the president and is chaired by the past-president. MS discussed option of asking former award</p>	<p>Continue to discuss.</p> <p>Continue to discuss.</p>																

	<p>winners to be on the committee for the next year. Discussed closing award nominations earlier so people have time to schedule going to APA.</p> <p>Discussed how the EC can or should “stay on the pulse” of these SIGs or other listserv threads since they are still a part of AVAPL. Noted that there may be a sense of feeling psychologically unsafe on one of the listservs and how it is important for us as a committee to be aware and step in (if need by). Discussed notifying president of anything that is not within the boundaries of listserv use.</p>	<p>Group to monitor more with listservs.</p>	
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