

## **AVAPL Executive Committee (EC) Call – Minutes – 4.16.20**

**Attendees:** Genevieve Davis (GD), Tracey Smith (TS), Sam Wan (SW)

APA convention and VAPLC awards. VAPL conference committee will be deciding on whether or not to keep those and pending that decision, will move forward with announcing those awards.

**Action item:** In terms of annual (APA announce) awards, TS will solicit nominations via her Past-President role by May 15.

Offices. Treasurer has stepped down so that position will need to be appointed for the remainder of the term. SW will reach out to prior Treasurer to inquire about appropriately announcing this due to the pending appointment. SW discussed possible appointments to Treasurer, including one-year appointments of people who have already held that role. In terms of President, due to KJ not having the customary training experiences of President-Elect, TS Suggested KJ log into the cloud drive to see list of duties and documents used in the past. SW will reach out and make this suggestion.

**Action item:** TS will send out announcement for elections as soon as possible. Discussion of Treasurer will continue with KJ and potentially the advisory board.

Business Meeting (typically at APA Convention). SW will reach out to APA partner to discuss possibility of convention occurring. EC will discuss plans for virtual meeting pending decision. Business meeting will take place and awards will be given out at the meeting.

**Action item:** SW will set up Zoom/virtual meeting whether or not the convention happens.

Webmaster. Current webmaster is stepping down from the role by the end of the year. Discussed recruiting again for potentially a group of people to help with it. Noted that AVAPL may need to hire someone if no one volunteers.

**Action item:** SW will look into options.

Open discussion. Discussed the issue with EC members paying for flights for Mid-Winter that were cancelled. Agreed to discuss this later in the year to see about mending. SW brought up potential meetings or outreach to VSOs and Congressional staffers in lieu of Mid-Winter. VSOs had offered to do a call to check in, and a staffer had suggested the EC send a briefing sheet for them to review.

**Action item:** EC will review briefing sheet for next month to send. SW will follow up on VSO call.

Next meeting: 5/21/20 at 11 Pacific/2 Eastern