

AVAPL Executive Committee Call – Minutes – 5/16/19

Attendees: Tracey Smith, Mary Beth Shea, Genevieve Davis, Sam Wan, John McQuaid

Topic	Discussion	Action Item	Owner(s)
Standing & Old Business			
<ul style="list-style-type: none"> 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 is following up on a budget for future years</p> <p>MS waiting to hear back on budget costs from History Workgroup</p>	MS
<ul style="list-style-type: none"> Midwinter Meeting Minutes 	<ul style="list-style-type: none"> Tracey edited Mary Beth has them now SW will take them next Will not discuss in detail until reviewed by all present. 	MS send to Sam tomorrow	EC
<ul style="list-style-type: none"> Planning Midwinter meeting presentation for Conference 	<ul style="list-style-type: none"> Plan is for each to talk about their pieces on the Legislative Agenda (GD will discuss JM's item) TS will do an overview of the trip and will review questions members sent us and go over the process of going through it 	GD put together slides with photos to show during the briefing.	EC
<ul style="list-style-type: none"> Revisiting making conference its own organization Question about who can authorize payments 	<ul style="list-style-type: none"> Right now, if a conference was cancelled, AVAPL as an organization would be directly affected (even though it is only 1 of 3 sponsoring organizations). Brainstormed ideas and issues, such as a need for oversight related to the conference, the need for a separation of funds 	Will revisit after this next conference, reviewing funds available upon conclusion	EC
<ul style="list-style-type: none"> APA August reservations 	<ul style="list-style-type: none"> MS is working on making reservations for APA convention. She has already booked a suite outside of the APA reservation portal. 	MS will send group the hotel information and each member should reserve hotel through APA hotel reservation system	EC

<ul style="list-style-type: none"> • Award nominations • Election nominations 	<ul style="list-style-type: none"> • TS has been sending out monthly reminders for nominations. Will also include nomination announcements in folder at VAPL conference for awards and the 2 open positions – President Elect and Treasurer. 	TS will have them included in conference folders	TS
New Business			
<ul style="list-style-type: none"> • Neuropsychology “SIG” 	Due to update in newsletter, it is a concern that this group is not an official SIG but only a listserv. It is notable that there was a listserv issue last week.	TS will reach out to the point of contact to discuss what they would need to do in order to be established as a SIG.	TS
<ul style="list-style-type: none"> • ECP SIG mission 	ECP chairs were approved by EC by email. Chairs submitted their mission statement. Noted that this is something to review during yearly meetings moving forward.		
<ul style="list-style-type: none"> • Title 38 	AFGE met with TS to discuss the implications of Title 38		
<ul style="list-style-type: none"> • Treasurers Report (send to group) 	<p>Membership account: \$75,313.02. Conference account: \$56,915.57. Membership: 749.</p> <p>Activities Last Period</p> <ul style="list-style-type: none"> • Midwinter reimbursements; still awaiting final reports • Membership ○ Continued usage of MemberPlanet • 2017 Taxes Completed (E-filed on Aplos.com) • Conference ○ Vendor invoices issued ○ Goodies purchased ○ Lemle and DeLeon awards purchased ○ Deposits of paper checks ○ Planning for next hotel deposit approx. \$45K 	<p>Activities Planned for Next Period</p> <ul style="list-style-type: none"> • Midwinter Meeting minutes review • VAPLC • APA planning 	