

AVAPL Executive Committee (EC) Call – Minutes – 5.21.20

Attendees: Genevieve Davis (GD), Ken Jones (KJ), Tracey Smith (TS), Sam Wan (SW)

Treasurer Report: Membership funds: \$103K. Conference funds: \$13K. SW presented financial report to EC as temporary acting Treasurer. Reviewed liabilities of the association and anticipated expenditures to reinvest in the association. These currently outweigh the present assets in total, so our budget is in check. Conference planning committee is investigating conference insurance for unexpected events that would affect VAPLC similar to this year. The biggest concern historically and going forward is whether or not the government severely restricts travel funding. An equally important concern is whether COVID-19 remains a health and safety issue and severely limits attendance. SW put together a proposal for an appointment to treasurer due to the prior treasurer stepping down. Discussed the possibility of appointing someone from outside the customary pool of appointees, i.e., former officers, and discussed the opportunities and challenges with that. Reviewed an apprentice model for the role and offering the opportunity to AVAPL membership as a whole.

Action item: SW will put together a description of this and send a call to the AVAPL listserv for volunteers from which to appoint someone to a mentored position under a mentor who is familiar with the Treasurer responsibilities and duties.

Election of new Officers: The ballot will be online on May 25th. TS will be the point of contact for it.

Annual Business Meeting: Discussed having a virtual meeting on Friday, August 7th at 10am Pacific/12pm Central/1pm Eastern for 2 hours. Noted that this could include an open forum for the community and could also include reports from each SIG. Discussed inviting someone from APA to come and discuss the legislative agenda. Agreed to also schedule a Strategic Planning Meeting (SPM), date TBD.

Action item: SW is reaching out to the SIGs to have a joint discussion about how things are going this year, and will contact APA rep to discuss possibility of attendance at the Business Meeting. SW has an education Zoom account so that could be used for the larger meeting. Will continue to discuss logistics for SPM in future EC meetings.

Awards: Agreed to move forward with awards and to present them at the virtual business meeting.

Action item: TS will send out announcement/request for nominations by June 1st. Agreed upon the deadline of June 30th with an announcement of awardees on or around July 10th.

Webmaster: ECP SIG leadership has voiced interest in being involved.

Action item: GD will follow up with ECP reps. SW will also announce the duties/responsibilities to the overall AVAPL listserv to solicit volunteers.

Open topics: SW is arranging a council of SIG chairs to problem solve and discuss needs/challenges as a group. SW is considering working with the EC to update the “about us” section on the website to expand on aspects of the organization’s values. Will discuss webmaster position at next meeting.