

AAPSE BOD Meeting Minutes

6/26/20

10:30am-11:30am Central

Zoom/teleconference

Meeting called by: Kim Brown

Type of meeting: Board of Directors (BOD)

Recorded by: Betsy Danielson

BOD Attendees: Kim Brown, Betsy Danielson, John Feagans, Faye Golden, Sharon Gripp, Jan Hygnstrom, Becky Maguire, Sonja Thomas, Mike Wierda

Minutes

Agenda item: 1. Call to Order **Presenter:** Kim Brown

Agenda item: 2. Treasurers Report **Presenter:** Sonja Thomas

Discussion: Sonja Thomas reported 199 active members, 24 overdue memberships, an uptick in 2-and 3-year memberships, and several supporting memberships. AAPSE has a total account balance of \$74,099.17. The BOD discussed using the AAPSE website host, Wild Apricot, for a payment option rather than PayPal for membership renewals. Pros: ease of payment (don't need to go to PayPal website to pay), system would keep account history of each member, less time spent for treasurer. Cons: service fee amount is unknown (PayPal charges roughly \$2/transaction which AAPSE pays). Web platforms that would provide improved services are also being explored. Members who have not paid their dues by June 30 will be dropped from the AAPSE listserv as of July 1.

OLD BUSINESS

Agenda item: 3. 2020 AAPSE Meeting Update **Presenter:** Kim Brown

- a. Virtual Meeting – August 3, 2020
- b. Professional Development Committee Report
- c. Draft Agenda

Discussion: AAPSE has heard nothing back from the Denver hotel regarding the contract.

3a. The AAPSE General Membership meeting will be held virtually August 3rd starting at 3pm EST. Betsy Danielson has requested committee reports be submitted by July 13 so they can be formatted and shared prior to the virtual meeting. Becky Maguire offered to monitor the chat during the virtual meeting with Betsy Danielson and Bryan Gueltig as back up. Sonja Thomas will set up Election Buddy to gather votes starting August 3 for the By-Laws change. Members who are not current on fees will not be able to vote on the By-Laws change.

3b. Becky Maguire, chair of the Professional Development Committee, stated that the committee has met and is offering a professional development event on August 4. Dr. Fred Whitford and Dr. Brian Raison have agreed to speak. More details will be coming.

3c. Kim Brown shared a draft agenda and asked for comments from the BOD by July 2. Awards will be presented on August 3. The EC accepted the Awards Committee's recommendations for awards. The EC decides on Life Membership honors. Kim Brown asked regional reps to ask their regions for recommendations for Life Members and also for names and pictures of members that have recently retired or will be retiring soon to recognize retirees. Kim's goal is to share the final agenda with the general membership soon so members can provide any feedback.

Action items	Person responsible	Deadline
✓ Provide details on Professional Development event August 4.	Becky Maguire	7/3/20
✓ Send a hold the date message to AAPSE listserv about Professional Development event.	Kim Brown	6/29/20
✓ Review and provide comments to Kim Brown on the National Meeting Agenda.	BOD	7/2/20
✓ Ask membership for recommendations for Life Membership – include picture if possible.	Regional Reps	7/2/20
✓ Ask membership for names and images of members who are retiring or have retired during this past year.	Regional Reps	7/2/20

Agenda item:		Presenter:	
4.	Reminders	Kim Brown	
	a. CTAG website		
	b. By-Laws – membership vote		
	c. New Committees		
	i. Social Media		
	ii. Strategic Plan		
	d. Membership feedback Survey		

Discussion:

4a. CTAG is working on several issues. Becky Maguire has agreed to be the liaison for AAPSE for a specific CTAG workgroup working on different aspects of recertification webinars. Carol Black is the official CTAG liaison for AAPSE.

4b. Kim Brown will create a protocol on how the By-Laws Membership vote will occur.

4c. Two new committees are being formed –Social Media and Strategic Plan. To date, only one volunteer has come forward for each committee. Kim Brown asked specifically for industry and SLA volunteers and for at least one person from each region for a good representation of AAPSE for the Strategic Plan committee.

4d. Kim Brown will discuss the membership feedback survey in a future meeting.

Action items	Person responsible	Deadline
✓ Ask for volunteers to serve on Social Media and Strategic Plan committees.	BOD	7/31/20

Agenda item:		Presenter:	
5.	Other Old Business	Kim Brown	

Discussion: None.

NEW BUSINESS

Agenda item:		Presenter:	
6.	Committee Reports	Kim Brown	

Discussion: See Agenda item 3b for Professional Development Committee Report. No other committee reports.

Agenda item:		Presenter:	
7.	2021 AAPSE Meeting	Kim Brown	

Discussion: Kim Brown stated that the AAPSE EC discussed holding the BOD meeting the Sunday afternoon prior to the 2021 PACT meeting in Denver, CO, and then holding other AAPSE events around the PACT 2021 meeting times - Orientation in the morning before the PACT meeting started for the day and holding the General Business Meeting and Awards an afternoon or evening during the PACT meeting. The PACT Planning Committee has offered AAPSE meeting accommodations the day after PACT concludes, but the EC believes that meeting attendance would be low due to the extra day of travel. AAPSE professional development would

not be held in Denver. Pros and Cons from the BOD included more cost effective for the organization, less time away from the office, less travel time, more opportunity to recruit potential AAPSE members, and lack of professional development. The BOD discussed offering additional webinars throughout the year or adding professional development opportunities to regional or future national meetings. Providing webinars allows larger audiences and lower costs. Based on the responses from the BOD, the AAPSE EC will start researching these options.

Agenda item: **8.** AAPSE/PACT Antimicrobial Webinar **Presenter:** Faye Brown

Discussion: Faye Golden provided an update on the AAPSE/PACT collaborative webinar tentatively scheduled for July 16th at 2:00 EST with guest speakers, John Hebert and Eric Miederhoff. AAPSE is providing information and the guest speakers, but no financial support for the webinar. During the webinar, AAPSE will provide a short presentation to highlight what AAPSE does, highlight the benefits of being an AAPSE webinar, and provide information on how to join AAPSE.

Agenda item: **9.** Comments and Announcements **Presenter:** Kim Brown

Agenda item: **10.** Adjournment **Presenter:** Kim Brown

Discussion: Motion by Faye Golden to adjourn. Seconded by Becky Maguire. Motion passed.

Next BOD meeting: July 31, 2020;10:30 am Central

Future meeting dates:

TBD