



## AAAP INC.

January 24, 2022

9:00 AM – 5:00 PM

Georgia World Congress Center

285 Andrew Young International Blvd NW

Atlanta, Georgia USA

Room: C210

### **Vision Statement**

AAAP will be the premier organization that advances science-based knowledge, expertise, and education on poultry health, welfare, and food safety to provide member value and stakeholder trust.

### **Mission Statement**

AAAP facilitates member collaboration to advance science-based knowledge, expertise, and education on poultry health, welfare, and food safety.

### **AAAP Goals**

Recruit and retain members

Expand scientific information base

Improve member experience

Foster relationships with external organizations and groups that influence issues important to AAAP members

Support AAAP management team

Strengthen AAAP's financial stability

Attendees: Louise Dufour-Zavala, Rocio Crespo, Eric Gingerich, Holly Sellers, Nathan Bevans-Kerr, Diana Kerr.

Online: Karen Grogan, Andrea Zedek, David Swayne, Julie Helm, Suzanne Dougherty, Ashley Hollowell, Simone Stoute, Michelle Kromm, Sam Christenberry, Sara Throne.

Note Taker: Diana Kerr

### **Call to Order**

Meeting called by: President Louise Dufour-Zavala

#### **1. Minutes of the Previous Meetings**

Action Item: Motion to the minutes of the October 21, 2022 meeting.

Motion by: David Frame

Seconded by: Rocio Crespo.

Motion carried; minutes approved.

### **Reports**

#### **2. Membership Update (Recruit and retain members)**

Nathan Bevans-Kerr reported.

Membership report included. The renewal for AAAP membership is slightly down. There are 793 paid memberships and 240 currently graced members. To maintain presence in the AVMA we must have a membership of 300. We need to ensure we have at least 300 AVMA members in the AAAP.

**Action Item:** Remind members on the importance of being an AVMA member.

### **3. Budget for Fiscal Year 2022-2023 (Strengthen AAAP's financial stability)**

Nathan Bevans-Kerr reported.

Budget report included. The proposed budget for 2022-2023 was reviewed. A proposed 6 percent increase is included in the budget for the management association company as well as the EVP honorarium. There is also an increase in expense for the annual meeting in Philadelphia because in person meetings are more expensive than virtual meetings. There is some concern with adding a new source of income for the AAAP journal, Avian Diseases. The AAAP currently has 3 main revenue items that will be deposited by the end of the fiscal year; one being the BioOne royalties from Avian Diseases.

**Action Item:** The AAAP office should add an active link on the AAAP website for advertising in the AAAP journal as well as communicating our scope to potential advertisers.

**Action Item:** Make the mission and vision statements on the AAAP website collapsible for the mobile device.

**Action Item:** Charge one of the Associate Editors with a focus on advertising.

There are no new materials for revenue in the bookstore, but the AAAP has a current proposal from the ACPV to produce a hatchery manual based on the 2020 ACPV Workshop.

**Action Item:** Add an expense line item for 5K for the purchase of the hatchery manual from the ACPV..

Discussion on the RACE program requesting to track attendees who attend in-person meetings.

**Action Item:** Reach out to RACE and get more information on the tracking of in person attendees.

Discussion on the possibility of having to pay an extra 10K due to space issues at the convention center in Philadelphia.

**Action Item:** Increase the expense of the Annual Meeting by 10K.

The 2022-2023 budget would have a 27K deficit.

**Action Item:** Add \$5K in income for the hatchery manual to be purchased from the ACPV. This would bring the total deficit to \$22,292.

**Action Item:** Motion to approve the budget as amended.

Motion by: Naola Ferguson-Noel

Seconded by: Holly Sellers

Motion carried; budget passed.

### **4. April Committee Reviews (Improve member experience)**

Nathan Bevans-Kerr reported.

All the AAAP BOD directors have been assigned as liaisons of an AAAP committee. Liaisons should attend all committee meetings and attend the April Committee reviews.

**Action Item:** Change David Frame from Epidemiology to Food Safety.

**Action Item:** Deadline of February 15<sup>th</sup> for any changes to the liaison list. Nathan will post an updated list and send to the Board of Directors.

### **5. Committee Re-alignment (Improve member experience)**

Michelle Kromm reported on low performing committees.

The Drugs and Antimicrobials committee met with Michelle Kromm and agreed that the committee should expand their scope and divide among 5 sub committees. 1-Therapeutics, 2-Pest Management, 3-Biologics, 4-Antibiotics alternatives, and 5-Disinfectants. There was also some discussion on reevaluating the name of the committee. The committee would also like to change their chair position to 2-year terms and the process for writing a funding letter of support.

Simone Stoute reported on the TIME committee. The mission and scope of the committee is too broad. There is a redundancy with the committee as their scope overlaps with other committees. There is some discussion on focusing only on emerging diseases of poultry. The committee might need to change their name to reflect a new focus. The committee can focus on identifying, monitoring, and reporting on emerging diseases. The committee is also interested in organizing a symposium at the AAAP Annual Meeting.

Naola Ferguson reported on the Food Safety Committee. There were several zoom calls with the leadership on defining a succession plan for the committee. There is also some confusion on how to use the committee resources on the AAAP website.

**Action Item:** Make the chair resources available to the Vice-Chair and Chair-Elect of each committee.

**Action Item:** Naola Ferguson will reach out to the leadership for a written succession plan by March 1.

**Action Item:** Charge the incoming Food Safety committee chair with submitting the mission and vision to the AAAP Board.

Louise Dufour-Zavala reported on the Diseases of Public Health Significance Committee. The chair has sent out a survey to the AAAP membership and will have a committee meeting to discuss the results. The committee looks like it is back on track.

**Action Item:** Send any suggestions for the name change of the Drugs and Antimicrobials committee to Michelle Kromm.

**Action Item:** Make a procedure for letter of support requests from AVMA committees and HOD to add to the procedure manual.

## **6. Diversity and Inclusion Committee Survey (Improve member experience)**

Valerie Marcano reported.

The committee submitted a proposal to collect demographic information from the AAAP membership. The demographic questions would be voluntary and included in the annual renewal form. The AAAP office would send a compilation of the data without the names to the committee.

Discussion on how the committee would use the information.

The goal of the committee is to ensure that the membership of the AAAP is reflected within the leadership and committees as well as ensure the organization is inclusive.

**Action Item:** The committee should develop a communication piece for the AAAP membership. The communication piece should include how the committee will use the information as well as background on how the information will be presented to the membership.

**Action Item:** Review the scholarships recipients who have joined AAAP.

**Action Item:** Add the pronouns to the registration form and send out a survey to collect demographic information.

**Action Item:** The Diversity Committee will develop a communication piece for the survey and present to the AAAP Board.

## **7. Update on 2022 Annual Meeting (Improve member experience)**

Nathan Bevans-Kerr reported.

The 2022 scientific program included. The program committee has selected Dr. Douglas Fulnechek from Zoetis as the keynote speaker for the 2022 annual meeting. He will have a 35-minute talk on food safety with 10 minutes for questions.

**Action Item:** Motion to approve the keynote speaker for the 2022 AAAP Annual Meeting.

Motion by: Karen Grogan

Seconded by: Michelle Kromm

Motion carried; keynote speaker approved.

Discussion on the space issue at the Philadelphia convention center. One of the session rooms assigned at the convention center is inadequate. AVMA has offered to move the poster room to the lobby, which would free up the current poster room to merge into a larger session room, but the cost would be 10K.

**Action Item:** Ask AVMA what the deadline is for making the decision on the poster room change.

**Action Item:** The office will notify the BOD one month in advance of the meeting attendance and the BOD will vote if the hallway area will be necessary and the 10K will be spent.

Discussion on poster size change for future meetings.

## **8. Meeting Site Selection for 2024 Annual Meeting (Improve member experience)**

Nathan Bevans-Kerr reported.

Site selection RFP included. The report reflects the sites that submitted proposals that met AAAP financial requirements. The site in Arizona has a high food and beverage minimum but the location is ideal for a meeting in the west. The BOD will want to pick a first choice and a second choice to secure a site for 2024 and 2025.

Discussion on meeting space of submitted proposals.

**Action Item:** Motion to accept Union Station proposal for 2024 and look for a western location for the 2025 annual meeting.

Motion by: Karen Grogan

Seconded by: Rocio Crespo

Motion carried.

**Action Item:** Send the RFP to sites in the west and select a western location at the BOD meeting at the annual meeting.

**Action Item:** Nathan will follow up with the resort in Arizona regarding lowering the food and beverage minimum.

## **9. Purchase of Hatchery Manual from ACPV (Expand Scientific Information Base)**

Janece Bevans-Kerr reported.

The ACPV developed a hatchery manual based on the 2020 workshop and proposed its sale to the AAAP for 5K.

AAAP would be responsible for the selling, storage, and advertising of the book. One of the current editors, Dr. Chris Williams, suggests the manual be updated every 3 years.

**Action Item:** Motion to approve the purchase of the hatchery manual.

Motion by: Suzanne Dougherty

Seconded by: Karen Grogan

Motion carried; proposal to purchase the hatchery manual approved.

#### **10. Webinar Update (Expand Scientific Information Base)**

Holly Sellers reported.

Dr. Don Waldrip has developed 4 webinar topics and identified the speakers for each topic. He recommends CE is provided for the webinars. The webinar fee would be as follows: \$25 for members and \$50 for non-members.

The speakers for each topic are: Holly Sellers, Darral Jackwood, Gregorio Zavala, and Brian Jordan.

This will be done in parallel with the Education Committee.

Discussion on the amount of CE provided for each webinar.

The webinars will be held live and then posted on the LMS site for on-demand viewing.

Discussion on requesting webinar topics from committees.

**Action Item:** Add the request to the annual committee review form.

**Action Item:** Motion to accept the webinar proposal.

Motion by: Naola Ferguson-Noel

Seconded by: Rocio Crespo

Discussion on the submitting webinar proposals for review to the AAAP BOD.

**Action Item:** Janece will share the current webinar proposal form with Holly Sellers for review.

#### **11. Review Poultry Course for Veterinarians (Expand Scientific Information Base)**

David Frame reported.

Proposal included. A review course was created for veterinarians working on home flocks by a group at the University of Kentucky, Utah State University, and Michigan State University. The course containing 22 modules has been reviewed by a Small Flock subcommittee. The proposal is to have the course curriculum managed by the core group and have AAAP manage the CE and course registration. The course would also be RACE approved for 8 total hours of CE credit. Both AAAP and the University of Kentucky will share the revenue. Registrations will be done via AAAP, and registrants would gain access from University of Kentucky. Once the course is completed AAAP will deliver the CE. Registrants would also have access to have a discussion group for veterinarians. The AAAP would write a check quarterly to the University of Kentucky as part of the revenue share.

**Action Item:** Motion to accept the poultry course and share the revenue between the University of Kentucky and AAAP.

Motion by: Sam Christenberry

Seconded by: Julie Helm

Motion carried; proposal approved.

#### **12. AVMA Fly-in Update (Improve member experience)**

Suzanne Dougherty, reported.

The GRD will be held virtually on April 27<sup>th</sup>. Members can sign up if they would like to attend. The AVMA fly-in is still undetermined due to COVID.

#### **13. Procedure Manual Update (Improve member experience)**

Patty Dunn reported.

There are several updates to the procedural manual as recommended by the committee. The proposed changes were highlighted in yellow.

**Action Item:** Motion to accept the proposed updates to the procedure manual.

Motion by: David Frame

Seconded by: Holly Sellers

Motion carried; updates approved.

#### **14. Bylaws Change Proposal Regarding Student Director Elections (Improve member experience)**

Patty Dunn reported.

The membership committee reached out to Dr. Ton Schat and have asked a change to be made to the AAAP bylaws.

Proposal for bylaws change included.

**Action Item:** Motion to approve the bylaws amendment change be sent to the membership for a vote.

Motion by: Michelle Kromm

Seconded by: Julie Helm

Motion carried.

Action Item: Send amendment change to the membership.

#### **15. Recommendations for Avian Diseases Reviewers (Expand Scientific Information Base)**

Diana Kerr reported.

Dr. Mo Saif, editor of Avian Diseases submitted the following individuals be added as Avian Diseases reviewers: Drs. Ziv Raviv, John Maurer, Hassan Mahsoub, and Amir Ghorbani.

**Action Item:** Motion to approve the new reviewers for the reviewers board.

Motion by: Karen Grogan

Seconded by: David Frame

#### **16. History Committee Proposal (Improve member experience)**

Louise Dufour-Zavala reported.

Proposal included. Based on feedback from the AAAP membership, The History Committee proposes a change to the criteria for the Avian Diseases cover page. To add more diversity, they would like to have members who are retired members and non DVM or AAAP members. This is a change from the current policy which limited the cover to deceased members.

**Action Item:** Motion to amend the criteria for the covers of Avian Diseases.

Motion by: Rocio Crespo

Seconded by: David Frame

Will they consider a team on the cover of Avian Diseases?

Motion carried; proposal approved.

**Action Item:** Motion to adjourn the meeting.

Motion by: Rocio Crespo

Seconded: Holly Sellers

Meeting adjourned.



## AAAP FOUNDATION

January 24, 2022

9:00 AM – 5:00 PM

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285 Andrew Young International Blvd NW

Atlanta, Georgia USA

Room: C210

Attendees: Louise Dufour-Zavala, Rocio Crespo, Eric Gingerich, Holly Sellers, Nathan Bevans-Kerr, Diana Kerr.  
Online: Karen Grogan, Andrea Zedek, David Swayne, Julie Helm, Suzanne Dougherty, Ashley Hallowell, Simone Stoute, Michelle Kromm, Sam Christenberry, Sara Throne.

Note Taker: Diana Kerr

### Call to Order

Meeting called by: President Eric Gingerich

#### 1. Minutes of the Previous Meeting

**Action Item:** Motion to approve the minutes of the July 29, 2021 meeting.

**Amendment to the minutes:** Change the 25% to .9% fee for award management by Tim Harrington.

**Action Item:** Motion to approve the minutes with the amendment of the accountant fee.

Motion by: Karen Grogan

Seconded by: David Frame

Motion carried; minutes approved.

#### 2. Reports

Foundation Financials and Budget Report

Nathan Bevans-Kerr reported.

AAAP Foundation financial report included. The AAAP Foundation has two investment accounts (one conservative and one aggressive). There are funds available to increase the amounts for each scholarship. The increase would be based on the amount in the Delta column.

Discussion on asking members if they would like their donations to be kept confidential.

**Action Item:** Ask donators if they would like their donation to be kept confidential in the AAAP Foundation donation form.

Discussion on increasing the amount for named scholarships.

Discussion on using the excess in the Jack Tumlin UGA MAM Alumni Poultry Scholarship fund to create 2 scholarship awards.

**Action Item:** Award two \$1,000 Jack Tumlin UGA MAM Alumni Poultry Scholarship scholarships in 2022.

Motion by: Karen Grogan

Seconded by: Rocio Crespo

Discussion on awarding two \$1,150 scholarships for the current Jack Tumlin UGA MAM Alumni Poultry Scholarship.

Amendment to motion to include awarding two \$1,150 scholarships for the current Jack Tumlin UGA MAM Alumni Poultry Scholarship.

Motion carried; two scholarships awarded for the Jack Tumlin UGA MAM Alumni Poultry Scholarship.

Discussion on increasing the scholarship amounts as a response to inflation.

The current process is to increase each scholarship annually based on the Delta but establishing a long-term plan would be beneficial. The scholarship committee can work with the AAAP office and accountant to establish what the increase should be. The established plan would be reviewed every three years.

**Action Item:** The office will work with Tim Harrington and the scholarship committee to increase each scholarship and create a three-year plan.

**Action Item:** Motion to have the scholarship committee come before the board with a recommendation for an increase to

the scholarships at the annual meeting.

Motion by: Michelle Kromm

Seconded by: Louise Dufour-Zavala

Motion carried.

**Action Item:** Motion to approve the budget as presented.

Motion by: Sam Christenberry

Seconded by: Karen Grogan

Motion carried; budget passed.

### **Scholarship Committee Report**

Francene Van Sambeek reported.

Poultry Scholarship report included. The scholarship committee reviewed 38 applications received for the AAAP Foundation Poultry Scholarships. The committee ranked each applicant and awarded 10 Merck, 1 Cobb, and 2 Elanco scholarships to the top applicants who met the criteria. The committee would like to recommend that the board award a \$500 AAAP Foundation scholarship to an undergraduate applicant along with the nine named poultry scholarships.

**Action Item:** Motion to approve the report from the committee.

Motion by: Louise Dufour-Zavala

Seconded by: Holly Sellers.

Motion carried; report approved.

### **Preceptorship Committee Report**

Karen Grogan reported.

The committee received 11 applicants but has not completed the review.

**Action Item:** The Preceptorship Committee chair recommends that all applicants are approved unless they do not meet the standards.

Motion by committee.

Seconded by: Michelle Kromm

Motion passed; recommendation approved.

### **Development Committee Report**

Geoff Lossie reported.

Development committee report included. The committee will be electing a chair elect.

Thank you to Roy Jacob and Lisa Tenny who were the Silent Auction and Raffle subcommittee chairs. The university swag did not perform well during the Silent Auction but the cooking items from BOD and electronics did well. We will expand the raffle this year with 5+ items. The Silent Auction sub-committee may seek to increase the cap of donated items to more than 25 items on the Handbid app. The text reminders during the Annual Meeting worked very well. For 2022 all Raffle revenue will go to the Mentorship Award. The committee would also like to propose a budget to recognize members of the AAAP Foundation Guilds. A request of \$1000 was submitted by the committee for this recognition.

**Action Item:** Proposal to award hats to Guild members.

**Action Item:** Proposal to give drink tickets to Guild members.

**Action Item:** Proposal for another donation from the AAAP BOD for the Silent Auction.

Motion from the committee: Request for \$1000 to award hats and drink tickets to Guild members.

Motion carried.

Motion from committee: Request donation from the BOD to purchase a Silent Auction item.

Motion carried.

### **Update on Week of Giving**

Andrea Zedek reported.

The Development Committee held the first ever "AAAP Giving Eggstravaganza" on October 4-8. The committee raised \$24,948.00 and awarded a free AAAP membership in 2021 and would like to award a free membership again in 2022.

Action Item: Proposal to award two free AAAP membership if more than 75 individual donors participate in 2022.

Action Item: Proposal to purchase 48 travel mugs for giveaways during the 2022 AAAP Giving Eggstravaganza.

Motion from committee: Request to award an extra AAAP membership if more than 75 donors participate and 48 travel mugs for giveaways during the 2022 AAAP Giving Eggstravaganza.

Motion carried.

### **Awards Committee Report**

Diana Kerr reported.

Report included. The Awards Committee received several applications for the AAAP Student Awards. They awarded the L. Dwight Schwartz Scholarship to Brittany Skaggs and the Rimler Memorial Paper Travel Award to Allison Boone. The committee did not receive any applications for the Reed Rumsey Award in the Applied Category and decided to award 2 awards in the Basic Research category this year.

### **Avian Bioscience Report**

Diana Kerr reported.

Report included. The Avian Bioscience Committee awarded 2 Avian Bioscience Travel Scholarships to Shailes Bhattraai and Guanchen Liu.

### **Update on Foundation Procedure Manual**

Eric Gingerich reported.

We are working on updating the procedure manual and some suggested changes and comments are included in the document for review.

### **New Foundation Committee Terms**

Janece Bevans-Kerr reported.

Committee Term Spreadsheet included. We had an action item from the previous board meeting to update the roster of the AAAPF committees. The spreadsheet shows a rough draft of the committee rosters and a description of the committee function.

Discussion on committee chair rotations.

Action Item: Janece will work with committee chairs to establish terms and will send out for a board vote.

Action Item: Ask Foundation committees to submit an annual report similar to AAAP.

Discussion on the procedure for adding members to the committee.

**Action Item:** Motion to adjourn.

Motion by: Sara Throne

Seconded by: Naola Ferguson

Meeting adjourned.