

**AAAP Board of Directors Meeting
August 2, 3, and 7, 2012
Marriott Marquis and Marina Hotel, Del Mar Room
San Diego, California**

Meeting Called by: President Patricia Dunn

Note Taker: Janece Bevans-Kerr

Attendees: August 2 and 3: Patty Dunn, Mark Bland, Stewart Ritchie, Chuck Hofacre, Dan Bautista, Francene Van Sambeek, Eric Gingerich, Darko Mitevski, Robert Porter, Suzanne Dougherty, Bob Bevans-Kerr, Janece Bevans-Kerr

August 7: Mark Bland, Patty Dunn, Mick Fulton, Chuck Hofacre, Dan Bautista, Francene Van Sambeek, Eric Gingerich, Suzanne Dougherty, Deidre Johnson, Bob Bevans-Kerr, Janece Bevans-Kerr

Absent: Victoria Bowes

Thursday, August 2

Opening the Meeting

Call to Order

Patty Dunn thanked the directors who were rotating off after the Friday board meeting. She announced the new directors who would be joining the board at the Tuesday session.

Action Item: Motion to approve the minutes to the previous meeting: Francene Van Sambeek

Second: Rob Porter

Motion passed

Discussion Opening for Editor of *Avian Diseases* journal

Dr. Jagdev Sharma is stepping down as editor of the *Avian Diseases* journal. The board will need to begin a job search. The board expressed appreciation for the job Dr. Sharma did as editor. The board will begin the process of finding a new editor by:

1. Asking members to consider applying for the job.
2. Looking at the editor and *Avian Diseases* office manager positions as a whole to see if the job could be improved and streamlined.
3. The board will have an October or November conference all to discuss restructure and applications.
4. The board will interview candidates at the January IPE meeting.

IRS 990 form Board members signed Conflict of Interest Policy form as recommended by the IRS in the 990 tax form.

Year End Compilation Report 2011-2012

56th Annual Report

Chuck Hofacre highlighted the written Annual Report for the board. The written report is included as an addendum to these minutes.

Assets increased by \$53,000.00 this year. The largest revenue stream was the journal. There was less subscription revenue this year. BioOne bundles journals to universities and that could be the cause for a decrease in individual subscriptions. There was a significant increase in page charge revenue this year, but increased pages to the journal also means increased expenses for publishing the journal. AAAP made \$23,000.00 the first year on the biosecurity manual, A Practical Guide to Managing Risk in Poultry Production. A new edition of the Avian Disease manual is coming out very soon. AAAP was able to maintain its representation on the AVMA's House of Delegates. The requirement is that 85% of AAAP members must also be members of the AVMA. Maintaining membership is always an issue because some members are late to renew and are not included in the count when the percentage report is due to the AVMA. The membership dues renewal time frame is important.

There was a discussion regarding the 14% of AAAP veterinarian members who are not AVMA members as AVMA membership is a requirement for being a full member of AAAP.

Action Item: Motion to approve the Annual Report: Suzanne Dougherty

Second: Darko Mitevski

Motion passed

Financial Review of 2011-2012 from G. Michael Smith

The board reviewed the financial statements of AAAP as compiled by G. Michael Smith. Traditionally AAAP's finances have been broken down into three areas:

1. Business Manager
2. Journals
3. Educational Materials

The report showed the following results:

AAAP's total liabilities and net assets for 2012 were \$613,129, up from 2011 which were \$555,103.

Business Manager Revenue	2012: \$192,666	2011: \$194,302
Business Manager Expense	2012: \$258,765	2011: \$250,916
Business Manager Excess of Revenue over Expenses	2012: (\$66,099)	2011: (\$56,614)
Avian Disease Journal Revenue	2012: \$298,547	2011: \$275,550
Avian Disease Journal Expense	2012: \$195,045	2011: \$184,782
Avian Disease Journal Excess of Revenue over Expenses	2012: \$103,502	2011: \$90,768
Avian Disease Digest Revenue	2012: \$23,004	2011: \$17,186
Avian Disease Digest Expense	2012: \$39,115	2011: \$29,820
Avian Disease Digest Excess of Revenue over Expenses	2012: (\$16,111)	2011: (\$29,820)
Educational Materials Revenue	2012: \$61,202	2011: \$38,652
Educational Materials Expense	2012: \$24,468	2011: \$16,848
Educational Materials Excess of Revenue over Expenses	2012: \$36,734	2011: \$21,804

2012-2013 Budget to Date

Bob Bevans-Kerr reported on the year to date income and expenditures in each area for the present fiscal year. Overall, for the fiscal year beginning May, 2012, Income is \$100,228 (budgeted income for the year is \$584,330) and expenses are \$124,880 (budgeted expenses for the year total \$592,715).

There was a line left out of the budget approved by the board in January 2012. It was \$11,000 for the Avian Disease Digest Science Editor.

Action Item: Motion to approve an amendment to the budget to include \$11,000 for the Avian Disease Digest Science Editor: Rob Porter

Second: Eric Gingerich

Motion passed

AAAP Profit/Loss Viewed by Line of Business

Bob Bevans-Kerr introduced to the board a new way of viewing the income and expenses of AAAP that gives a better perspective on the health of the organization. This method will be used going forward. There are four “lines of business” that AAAP engages in: the journal, the Annual Meeting, the AAAP Bookstore and membership. This new way of viewing the organization divides the cost of the management, the business manager and facilities between the four lines of business so the board can more easily see the expense/income in each area. The report to the board using this method is attached in the addendum to these minutes.

AAAP Membership: Affiliations and Advocacy

Presentation by Mark Lutschaunig

Mark Lutschaunig, Director of the Government Relations Division (GRD) of the AVMA, came to talk with the board regarding AAAP’s involvement in public policy and the need to share expertise of avian medicine with legislators and regulators. He also shared his expertise on the kind of lobbying a 501(c)6 non-profit organization is allowed to do under federal law. Dr. Lutschaunig gave an overview of the process of getting a bill to become a law and the places AAAP could get involved. He urged the board and AAAP to become a part of the process and begin making a Washington D.C. visit again. (There has been no D.C. visit for the past two years.) A 501(c)6 organization is allowed to lobby, but the organization shouldn’t have been organized for the purpose of lobbying. He advised the board to consult a lawyer or tax consultant for details. When asked his advice about how to structure a Legislative Advisory Committee, Dr. Lutschaunig advised picking representatives from major groups and the public action committee chair—if there is one. The most important issue is getting members who want to be involved, are willing to work, will do their homework and will be engaged in the process. The board also asked Dr. Lutschaunig about setting priorities for legislative issues. The AVMA categorizes issues the following ways: Highest priorities are labeled Active Pursuit, the next highest level is Support and the lowest level is Not Support. Last, Dr. Lutschaunig was asked about members lobbying who seem to have a conflict of interest. He stated that it is more problematic for a veterinarian working for a company than an academic, but that basically it is a disclosure issue. The person states that he/she is a veterinarian and that he/she works for (name company.) The bottom line is that it is all of our rights to have a say.

AVMA Public Policy Symposia

The AVMA will hold a Public Policy Symposium on September 21-22, 2012 in Dallas, Texas. Gregg Cutler, AAAP Legislative Advisory Committee chair is willing to attend.

Action Item: Motion to send Gregg Cutler to the AVMA Public Policy Symposium: Mark Bland

Second: Eric Gingerich

Motion passed

Follow Up Discussion on AAAP’s Advocacy Role

The board discussed the composition of AAAP’s LAC committee and accepted it as is presently. There is a need to educate members about legislative involvement and the necessity to speak out on the issues. Members can go the AVMA GRD for training and a visit to the hill. They in turn can train other AAAP members. The board discussed sponsoring these trips (called fly-ins) for the next three years by using AAAP savings.

Action item: Motion to procure \$20,000 for the fly-in training program: Mark Bland

Second Robert Porter

Motion passed

Also discussed was a process to find and prioritize issues which AAAP will bring to Washington D.C.

Action Item: Process for Selecting and Prioritizing Legislative Issues:

1. The board will get input from:

- a. The AAAP committees
 - i. **The committees will report to the board by April 1, regarding issues they would like to see addressed.**
- b. Members from each of the AAAP regional groups.
 - i. **The board directors for each region** (Dan Bautista, Northeast Region, Francene Van Sambeek, Southern Region, Eric Gingerich, Central Region, Vitoria Bowes, Western Region) **will meet with members at the regional meetings.**
Action Item: AAAP office will set up the meetings.

Groups to Input:

NECAD—meets in September

SCAD—meets in January

North Central—meets in March

WPDC—meets in March

- 2. The regional directors will report to the board on issues identified by their constituents by April 1st.**
- 3. The board will choose and prioritize the issues to bring to Washington using the input from the committees and regional groups by the end of April. They will use the same rating system as the AVMA (active pursuit, support, not support)**
- 4. The board will arrange for white papers to be written.**
- 5. The LAC committee will communicate the issues during their Washington D.C. trip in May/June.**

AVMA Young Leader

Andres Montoya will be asked to represent AAAP at the annual Leadership Conference along with Mick Fulton. Mark Burleson was selected as the alternate.

AAAP Bookstore

Diseases of Poultry Report: David Swayne

The approximate publication date for the 14th *Edition of Diseases of Poultry* is July 1, 2013. AAAP can expect to receive royalties in 2014. There will be an electronic version with this edition. Additional color photos will be in the electronic version that will not be in the printed one. There will be 12 color plates in the hard copy. Most of the photos in the electronic version will be in color.

Improvements for the future: It is important that chapter authors meet deadlines and update the chapters thoroughly. Some problems in this area have delayed the publication of the 14th edition. The board asked Dr. Swayne to stay on as editor of *Diseases of Poultry* and encouraged him to select chapter authors that meet his improvement criteria.

Avian Diseases Manual: Bob Bevans-Kerr

The new edition of the *Avian Diseases Manual* will be out next month.

Isolation, Identification and Characterization of Avian Pathogens: Chuck Hofacre

Louis Dufour Zavala has stepped down as the editor of the manual and a new editor must be found. The board discussed possible replacements and will speak with them during the meeting.

Avian Histopathology Manual:

Rob Porter will talk with Dr. Fletcher about possible new editors.

Field Personnel Items:

The board discussed creating an App for field personnel. **Action item: Francene Van Sambeek will work on getting and distributing materials from Elanco for the project.**

Virtual Slides: Rob Porter

Rob Porter has been working with Oscar Fletcher to create a virtual slide collection that could be used through AAAP. The board last year approved giving Dr. Fletcher some start-up funds. Rob showed a virtual slide show that can go with the chapters of the Histopathology Manual. It can go up and down in the magnification. Dr. Fletcher has agreed to make the slide show available for a \$50 a year fee to AAAP members. (Price will be higher for non-AAAP members.) Rob suggested trying to get some other pathology modules with that.

Action item: Motion to pay Dr. Fletcher the \$5000 for a \$50 per year access to the slides for the membership. Also ask Dr. Fletcher for other pathology modules. Rob Porter

Second: Chuck Hofacre

Motion passed

Overview of AAAP

Succession Plan for the Secretary-Treasurer: Chuck Hofacre

Dr. Hofacre announced to the board that his last year as AAAP Secretary-Treasurer will be 2016. He will discuss with the Past Presidents group a plan for succession for the Secretary-Treasurer. The position needs to be reviewed and restructured as the needs have changed with the association now being managed by a professional company and AAAP's involvement in new areas. The Past Presidents group will have a recommendation to the board by next year.

Opportunities for the Organization

The board discussed the stagnant membership numbers for AAAP. Looking for growth in international members has been looked into in the past, but the conclusion has been that AAAP does not have much to offer international members. AAAP needs to push student memberships, preceptorships, and scholarships. Focus on getting younger members active in the organization. Make liaisons for colleges more active. College liaisons can contact poultry clubs.

Region directors should look at a list of members in their region who did not renew.

Friday, August 3

Scientific Program and Symposia

2013 Symposia: Campylobacter- Dr. Hofacre contacted Allen Byrd, chair of the Food Safety Committee and they will make a proposal for a 2013 symposium on Campylobacter.

2014 Symposium: The board is interested in exploring a symposium on Advocacy—national to local for 2014.

Program Advisory Committee Report: Rich Chin

1. Posters

- a. Posters should be up by 5PM (or earlier) on Saturday to allow Awards committee time to judge

- b. Take down posters on Tuesday after 12 noon
 - c. Poster presenters need to be at their posters during wine & cheese
- 2. There were about 80-150 people in the rooms Tuesday afternoon
 - a. Recommend scheduling presentations till 5PM on Tuesday
- 3. \$300 from AVMA for presenters
 - a. If presenters do not collect at speaker-ready room, AVMA will not mail
 - b. If poster presenter does not attend, but sends poster, absent presenter will not receive \$300 (AVMA will not send check)
 - i. If the person bringing the poster is an author, should the check be sent to primary author?
- 4. Had problems this year with PSAV technicians – not very helpful

CMPC will be discussing their abstract submission process. The current process was installed last year and none of the section managers like it. Currently, it is impossible for AAAP to use their abstract submission process due to the later AAAP deadlines.

At the fall CMPC meeting, John needs to inform CMPC that AAAP and PSA would like to do another joint meeting. I believe AVMA was happy with the previous joint meeting, but did not like the inflexibility that PSA showed. Financially, I think AVMA did fine.

Future AVMA meetings:

- 2015: Boston
- 2016: San Antonio
- 2017: Chicago
- 2018: Denver
- 2019: Washington, DC
- 2020: San Diego

Note that AVMA assigns meeting rooms in February, one year prior to the meeting.

Posters: There is room for 100 posters. This year there were 82.

Oral Presentations: Three hours of presentations were cancelled this year at the last minute. It was discussed whether the committee could accept submissions as either poster or oral and tell the submitter later which it would be. There could be logistic issues with the AVMA.

Action item: Put a plan together about what to do with last minute cancellations and let John Smith work with the AVMA.

Action item: Move that the Program Advisory Committee decide if papers should be in 15 or 20 minute segments and if there should be a Q&A session afterward.-Mark Bland

Second: Suzanne Dougherty

Motion passed

Action item: Move that the Program Advisory Committee have the option to schedule up to one hour for hot topics or current issues. Rob Porter

Second: Mark Bland

Motion passed

Action item: Move that we tell the PSA we would like to meet with the PSA in 2017 in conjunction with the AVMA. Robert Porter

Second: Eric Gingerich

Motion passed

Action item: Make guidelines for the use of multi-media or pass on AVMA's guidelines.

House of Delegates

Dr. Mo Saif, AAAP representative to the AVMA House of Delegates, reported to the board on the AVMA House of Delegates meeting. This was the fastest paced HOD meeting that Dr. Saif has experienced. Electronic balloting helped a lot. Some changes in procedures also streamlined the meeting as well. Three issues of concern were: 1. the work force—openings in colleges and job openings 2. Incomes for practitioners and student debt 3. Raw food in dog and cat food issue. A task force is working on the government of the AVMA. They will make recommendations at the end of the year. The AVMA is in good financial shape. The AVMA plans to make incremental fee increases.

AAAP Journals

Avian Diseases Overview: Jagdev Sharma, editor of the *Avian Diseases* journal, reported to the board. The impact factor for AD was up for several years, but lately has stayed around 1.2. One of the main factors for improving the impact factor has been the invited reviews. Dr. Sharma suggested no changes to the Editorial Board at this time. Submissions to the journal continue to increase even with page charges.

Dr. Sharma is stepping down as editor of *Avian Diseases* as soon as the board is able to find a replacement.

Action item: Process for finding a new editor for *Avian Diseases* journal:

1. Create a job opening
2. Tap prospective editors
3. Announce that the job is available at the AAAP Business Meeting
4. Make another announcement through email
5. Interview candidates at the January IPE meeting

Avian Diseases Digest Evaluation

Bob Bevans-Kerr gave a financial report on the *Avian Diseases Digest* online journal. In the 2011-2012 fiscal year, income for ADD was \$23,004 and expenses were \$39,115 for a loss of \$16,111. This continues losses for the journal since its conception in 2007 for a total loss of \$122,656. ANECA continues to subscribe to the journal as a group. AMEVEA Has not renewed its subscription. ~250 AAAP members currently subscribe to the journal, but the expectation is that this number will decrease substantially when members use a shopping cart method for subscription renewal (with the new website) rather than members having to “unselect” it as is currently being done.

Action item: Move that the publication of *Avian Diseases Digest* be terminated with the December 2012 issue. Robert Porter

Second: Stewart Ritchie

Motion passed

Publishing Avian Diseases

Last year the board made the decision to move to online publishing for the journal with the option for members to get print on demand. The current printing company for the journal, Allen Press, has been unable to move in a timely manner toward this transition. Two proposals from other printing companies were examined by the board. Bob Bevans-Kerr will pursue these in more detail (also Allen Press) for the board to make a decision at the January IPE meeting.

Action item: Motion to move *Avian Diseases* journal to online only with the availability of print on demand and e-reader at an extra cost by 2014. Mark Bland

Second: Rob Porter

Motion passed

Tuesday, August 7

Opening the Meeting

President Mark Bland opened the Tuesday segment of the 2012 AAAP Board of Directors meeting by welcoming the new members of the AAAP Board of Directors and the AAAP Committee Chairs who were invited to attend the meeting.

Committee members present were:

Kate Barger	Animal Welfare and Management Practices Committee
Michael Martin	Animal Welfare and Management Practices Committee
Joan Schrader	Biologics Committee
Bill Pierson	Diseases of Public Health and Significance Committee
Barry Kelly	Drugs and Therapeutics Committee
Nathaniel Tablante	Education Committee
Ton Schat	Electronic Information Committee
Michael Day	Enteric Diseases Committee
Dan Karunakaran	Enteric Diseases Committee
Randy Chick	Epidemiology Committee
Allen Byrd	Food Safety Committee
Bob Owen	History Committee
Andrea Zedek	Membership Committee
Ian Rubinoff	Membership Committee
John Smith	Research Priorities Committee/Program Advisory Committee
Danny Magee	Research Priorities Committee/Program Advisory Committee
Maricarmen Garcia	Respiratory Diseases Committee
Hayett Abassi	TIME Committee
Gregg Cutler	LAC Committee
Mo Saif	AVMA House of Delegates

Also attending the Tuesday board meeting was Christine Hoang, from the AVMA's Scientific Activities Division.

Membership and AAAP Committees

Janece Bevans-Kerr gave a short presentation about the importance of member involvement to the health of an organization and difference between involvement and participation. She also reported on the importance of personal invitation in getting members to be involved.

Chuck Hofacre encouraged the committees to have core groups. He reminded the chairs that according to the AAAP bylaws the President appoints the committee chairs. The committees can elect new leadership but the President approves. It was suggested that committees have a conference call (which the AAAP office can facilitate) two weeks before the Annual Meeting because committee members aren't always at the Annual Meeting. Web conferencing and Go to Meeting were also suggested. Committee chairs expressed interest in learning more about the sort capabilities on the website for search purposes. There needs to be a better method to contact chairs about members who are interested in serving on their committees. The chairperson of the committee is extremely important. It is important to groom the vice-chair. Getting student members involved is important. The work of the committees should drive board actions in that area. The board is looking to the committees for help in communicating AAAP's position on issues to the rest of the membership and the public. AAAP is willing to provide media training. Committee chairs were also asked to nominate members to participate in a

Fly-in to the AVMA GRD and a visit to legislators. It was suggested that committees who dealing with a current issue write a one paragraph response to have for various members to use and for the public or private pages on the website.

Michael Day reported on the Enteric Disease Symposium held August 4th. The committee is thinking about organizing a two day international symposium. They feel like they just scratched the surface with the ½ day symposium just held and it is important to educate the members on this topic. Dr. Hofacre asked them to flesh it out and make a formal proposal. A two day symposium does not fit the current structure, but if the committee wants to have it during the Annual Meeting it could be worked out. The AVMA has been very willing to work with AAAP.

Committee Reports

Animal Welfare and Management Practices – Kate Barger

There are three positions open on the core committee. Kate's term as chair is complete and Michael Martin is the new chair. Three position statements were submitted to the board this year for approval. The committee is discussing working with PAACO to produce videos on proper methods for euthanasia.

Biologics Committee—Joan Schrader

There were eleven members present at this year's meeting, five core and six new. They need a vice chair. There was discussion regarding CVM's idea of single tiered labeling. The committee is looking for guidance on how to be more useful to the rest of AAAP. Dr. Saif suggested they discuss, "What is a dose?" Could the committee publish a guideline on dosage for others to use.

Diseases of Public Health and Significance—Bill Pierson

The committee's mission statement is finalized. They ranked diseases—18 infectious diseases of importance and 2 non-infectious diseases of importance. They will produce a white paper and they are creating a list of disease agents. The committee is working on a proposal for a symposium. They would like to have a greater role in chapter 14 of the 15th edition of Diseases of Poultry.

Membership Committee

This year the Membership Committee created a AAAP Face Book page. They now want to make sure that all who "liked AAAP" were members by cross checking. They would like to propose to the board a new student fee where students pay two years and get the third year free. They asked and the board approved that members get a discount on educational materials. They will propose to the board that the Preceptorship scholarships and Poultry scholarships give preference to AAAP members. They plan to update the preceptor company list. The committee would like take over contacting lapsed members this year. They would like to get the list of the AAAP liaisons for each veterinary school and work to update. They want to contact and encourage the liaisons to get active in the student clubs. Would like to appoint student liaisons and perhaps offer a free membership. They would like to offer free business cards to students. This year's Meet and Greet had a great turnout. This was the first year it was held in the evening. They would like to get a list of students in various student organizations in schools to share with other committees.

Drugs and Therapeutics Committee—Barry Kelly

The Drugs and Therapeutics Committee has twelve members and six came to the meeting. This committee has many current issues to help the board in addressing. There is no active core at this time.

History Committee—Bob Owen

The History Committee meeting was not well attended this year.

Action item: The History Committee proposes the 2013 History Lecture be given by Dr. Bruce Calnek on, "The Life and Times of Stephen B. Hitchner." The committee also asks the board to support future history lectures as a "Series of Pioneers of Avian Medicine."

Second: Joan Schrader

Motion passed

Epidemiology Committee—Randy Chick

The Epidemiology Committee is creating a core committee. They discussed a future symposium. The committee would like to help with the epidemiological component in symposiums given by other committees.

Enteric Diseases—Michael Day

21 members were present at their meeting. Dan Karunakaran is the new chair and Marco Quiroz is the new vice chair. The committee discussed nominations for media training. They formed an ad-hoc committee to explore the idea of a two day international symposium on enteric diseases.

Program Advisory Committee—John Smith

The Program Advisory Committee is exploring adding a 15 minute Q&A period at the end of each session to the Scientific Program. They are also looking to add an Emerging Issues/Hot Topics session. Cancellations were a big problem this year. The committee is working on options.

Research Priorities Committee—John Smith

There are 14 members of this committee. 11 attended the meeting. The priorities list needs to be revamped completely. It needs to be short. It can't change too often. Dr. Smith questioned why it was structured that the Program Committee vice chair be the Research Priorities chair.

Preceptorship Committee—Francene Van Sambeek, vice-chair

The online process for selecting scholarship winners worked well. There were five applicants this year and all received a scholarship. They will work with the Membership Committee to update the preceptorship site list. They would also like to add the AVMA GRD to the preceptorship site list.

LAC Committee—Gregg Cutler

The committee did not meet this year.

Food Safety Committee—Allen Byrd

Twelve members were present at this year's meeting. Four were core members. The committee discussed various topics at the meeting and the proposal to the board for a 2013 symposium on Campylobacter.

Education Committee—Nathaniel Tablante

Five members were present at this year's meeting. Three were core members. They reviewed the updates on slide study sets and the advertising for slides. They also discussed copyright statements and how to keep them current.

TIME Committee—Hayett Abassi

Five members were present at the meeting. Dr. Fred Hoerr gave a presentation to the committee. Dr. Abassi is the new chair this year. It is not clear to the committee what they need to exclude or include

as diseases to address. They discussed preplanning before the Annual Meeting to decide what is moving in the field and a select a topic for discussion. They also discussed working the Histopathology/Case Report Interest Group and perhaps merging with them.

Respiratory Committee—Maricarmen Garcia

There were 40 members present at the meeting out of a list of ~100. There is a core committee. At each meeting they have regional reports and a presentation. The committee is preparing a proposal for a future symposium.

Public Relations

Media Training by AVMA

Sharon Granskog and Kimberly May of the AVMA gave a presentation on the importance of getting media training. They emphasized that, “you cannot rely just on the science to get your message out.” They also emphasized the importance of being prepared with messages planned and having spokesmen who are knowledgeable and credible, honest, competent, caring and compassionate. Media trainers will help in developing a message. Sharon Granskog offered to get cost estimates from 3 companies for media training. Online sources are available for basic information. Kate Barger will also find information/costs as her company does media training.

Action item:

- 1. Get cost estimates from Sharon and Kate**
- 2. Form a list of members who might be good for media training.**
- 3. Follow up with committee chairs to come up with topics of public concern.** White papers, messages, etc. could be made from them. For example, what do people ask you on Facebook, my neighbor over the fence, on the airplane? What questions already come into the office?

Closing Reports

AVMA Liaison to Ag Groups—Christine Hoang

Christine works with various agriculture groups as the AVMA liaison. She encouraged AAAP to keep lines of communication open with the AVMA, that the AVMA is doing a good job for AAAP and that relations are good.

Program Advisory Committee—Rich Chin

Dr. Chin advised the board to require that posters must stay up until 12:00 pm on Tuesday. He asked and the board confirmed the policy that if checks were not picked up at the meeting, then AVMA would keep them. Also, only poster presenters can receive their checks (someone else cannot pick them up for them) unless they have specifically informed AAAP that someone else will present for them that year.

Tumor Virus Committee—Gregorio Rosales

The chair of the committee will submit their written report. The committee plans on making a symposium proposal for 2014 or 2015.

Mareks Disease Symposium—Ton Schat

The 2011 symposium went well. The next Mareks Disease Symposium will be in 2014 in Michigan. There will be a supplement to the Avian Diseases journal next year.

Succession Plan for the Secretary-Treasurer—Chuck Hofacre

The following are recommendations from the Past Presidents group regarding a succession plan:

1. Set a term of 5 years for the Secretary-Treasurer position but each year it would need to be approved by the membership as it is now. The term could be renewable.
2. Change the name from Secretary-Treasurer to Executive Vice President and CEO.
3. Don't split the position of Secretary-Treasurer.
4. Dr. Hofacre should write a job description.

Discussion: Some liked the title, "Executive Vice President" rather than "Executive Vice President and CEO."

Action item: Ask John Glisson to write a letter with the changes to begin the bylaw change process.
The letter must be written by the January IPE meeting in order to begin the next step.

New AAAP Representative on the PAACO Board of Directors

Action item: Motion to appoint Darall Trample to the PAACO board.--Patty Dunn

Second: Suzanne Dougherty

Motion passed

Isolation, Identification and Characterization of Avian Pathogens Manual New Editor

The following members have expressed interest in the editor job:

1. Jack Gelb
2. Bill Pierson
3. H. L. Shivaprasad (Is still thinking about it)

Action item: Send a formal request to each by email and copy Louise Dufour Zavala.

Action item: Ask each to talk with Louise Dufour-Zavala about the position and send a letter of intent to the board by October 1st.

Translation of Isolation Manual into Chinese

AAAP has a request to translate the Isolation manual into Chinese. This might be good exposure for AAAP, but might also cause a drop in revenue for the manual.

Action item: Ask Dick Witter and Guillermo Zavala to give a reference for the individual who asked for the translation.

The meeting adjourned at 12:06 pm.