



WISCCAP: Business Meeting

July 5, 2017, 9:00-10:20 a.m.

Conference Call: (641) 715-0632; Code: 904762##

MINUTES

Attendance: Drs. Kathleen Koth, Jennifer Fisher, Gabriella Hangiandreou, Jay O'Grady, Bill Swift, and Chris Takala

1) Approval of Minutes from April 8, 2017 – Dr. Koth

A motion was made, seconded, and passed to approve the April 8, 2017 minutes.

2) Treasurer Report – Dr. O'Grady

- a) Dr. O'Grady prepared budget proposals for the current fiscal year that were emailed prior to the meeting and discussed in detail.
- b) The committee reviewed the larger budget items from last year's expenses noting that many were one-time expenses such as the building of the website.
- c) The committee discussed the awards budget given that we have not had these for some years. It was agreed to rethink these in the future. Members also addressed adding financial support to Doctor's Day next year.
- d) The committee agreed that the current budget should remain within means of current dues paid and follow up on unpaid membership dues.

3) Scholarship Awards – Dr. Koth

- a) Dr. Koth proposed developing a formalized process for applying for the travel scholarships.
- b) Drs. Takala and Swift volunteered to work with Dr. Koth on developing this process
- c) The committee will work on disseminating information about the scholarship to potential applicants, via email to all training programs in the state, to assure that awards are applied for/used each year.
- d) The current goal is to have this application process in place for a subgroup to review and approve applications at the time of the annual spring meeting.
- e) The committee voted and approved awarding scholarship money to the current applicant, award the full budgeted amount as there is only one applicant.

4) Discussion on preparation for October meeting – Dr. Koth

Dr. Koth confirmed that the committee will be able to attend the October meeting. It will also look into meeting locations that will be affordable. The meeting will be held after the WPA meeting is completed.

5) Spring Meeting – Dr. Koth

- a) The committee discussed the idea of inviting the AACAP President to speak at the spring meeting.
- b) It also discussed potential dates in March and potential locations.
- c) The committee voted that CME would not be offered for the Spring meeting due to added expense and time. The spring meeting in April had great attendance; therefore CME doesn't appear to be a requirement to most members. The committee will continue to push AACAP to offer CME to regional organizations so that it is not cost prohibitive in the future.

6) Next meeting: For the fall meeting, a survey will be sent to find a date for another Executive Committee meeting prior to the October meeting, which will likely be a phone conference call.

*Respectfully submitted,
Jennifer Fisher, MD*