



**Monthly Conference Call Minutes**  
**May 20, 2024**  
**Zoom Meeting**

Attending- Niki Theobald, Kay Glaser, Heidi Kramer, Julie Bogan, Monika Blackwell, Carly Zeiger, Karen Johnson and Tim King

1. 2024 Conference committee report-

a. Check in with committee members – The Presenter Experience group is sending emails to all presenters. Laura Zimbrick will be co-chair for next year’s conference. Heidi has been quasi filling that role this year. Niki and Tim will help with Newcomer’s session and then go to returning member session. Kudos Karen, the program is drafted and edited, it’s about ready to print. Winna just picked up poster boards for denoting the session rooms. Everything is coming down to last minute stuff, like name badges. The returning member will be at the same time as the newcomer’s, L.Kay Allen and Elena Guerra will run it, all executive committee members should say hello before going to the returning members session. The returning members session organizers are asking members to introduce themselves. This allows members to know who to go to with questions. They are going to encourage involvement, play trivia etc. We have 48 newcomers and 64 returning members registered. Newcomer name tags will say “first rodeo”. Have we asked Texas if they can help with the front table. Perhaps we will assign committee members to take turns at the front desk.

b. We have people assigned to introductions of sessions.

2. 2025-Contract: Embassy Suites is comping space so our food and room budget should not be nearly as expensive as it was last time. We do need to look for some new sponsors, possibly Care Credit since they ask for things from all of our colleges and are looking for more involvement.

3. Budget Update- Karen- Budget is fine, we should have about 70k in budget after conference. Possibly we can do a community donation like last year. Giving back to the community while we are there. Next year we will be in DC again, it will be more expensive, and in case Purina does not support us again, a large balance will be helpful.

4. Engagement and Outreach Committee Update – Carly reported the sessions will pick back up in July with a conference recap, i.e. how did it go, any fresh ideas. They did 3 conference in person meetups and hope to do more this year. She is still looking for a co-chair. She is thinking of asking Katie Rothstein. Tim offered if people are going to the bovine conference, OSU could set up a tour or something. AVAP will do a survey to see who goes to which conferences.

5. Other Business-

a. Volunteer Role Descriptions- Niki made final edits, we will print it and put them on tables for the business meeting.

b. VetCan & AVAP Update- Tim, Karen and Monika attended their meeting and told them about AVAP They explored collaborations. How do we see them engaging with us? The call went well, Tim checked with their

Director of the Office of Professional Success. She said it went well, explored Vetcan becoming a sub member in AVAP. Adding a career advising track to AVAP. They see value in collaborating with us. They want to take time to think about and discuss it. They will let Tim know.

c. 2024-25 Executive Committee member update- Tim will create a new slate of officers for next year. Heidi will take on roll for VP; that will open a member at large position. There are several suggestions for that position. They are looking for those who are already engaged in AVAP things. Julie Bogan will not be remaining on the committee, so that position will be open too. There are many suggestions for people to approach.

d. AVAP Email addresses- Karen asked if we can create AVAP emails? We are looking into cost and availability.

e. Adding E&O and Conference Chair to the Executive Committee- Niki

1. Requires bylaws change- We will need to update bylaws and vote on it at Business Meeting. It may be too much for newer members, they might want to get acquainted first. This might also make the committee too big for quick decisions. Perhaps we make the committee chairs part of member the at large duties.

f. Next Executive Committee Meeting- Niki

1. July 22, 2024 TBD – Tim will create new meeting calendar holds and links

6. Open Forum- Nothing.

7. Adjourn.

Next meeting: AVAP Business Meeting in Austin, 2024