



Monthly Conference Call Minutes
August 26, 2024
Zoom Meeting

<https://osu.zoom.us/j/91717334478?pwd=Zr2kbWVlVnPaMm3bW8SbvoVx1NbfXx.1>

Attending- Heidi Kramer, Laura Zimbrick, Karen Johnson, Monika Blackwell, Carly Zeiger, Kay Glaser and Tim King

1. Welcome

Tim welcomed the committee.

2. Budget Update – Karen

Nothing new to report.

3. Conference Planning Committee Update - Monika/Laura/Karen

a. 2025 Hotel and Conference-

Karen- There was an amendment to the hotel contract to fix room block numbers and add a speaker ready room. The link is open, people can book now. There is not a live conference 2025 page to link it to yet.

b. Conference Sponsorships

Not discussed

c. Conference Program

The committee is established, and a first meeting is set. Laura set up a Teams file for the committee, but it is hard to share files. We are not eligible for a non-profit Teams rate. The price varies for 3.99-5.99 a month per person. The first meeting is Sept 16. They talked about a possible presenter, and a possible keynote. Karen is still trying to get ahold of our website people so we can use more tools. Tim said our AVAP Marketing and Communication Committee can help. We could try to get a more robust version of Slack. It might be easier for committees to share instead of sending notices to everyone. Karen mentioned looking into a conference app, using it instead of Slack or Teams. We need to pick something user friendly and stick with it going forward.

Laura updated a 2025 conference sessions sheet with ideas based on the comments from the 2024 conference.

4. Engagement and Outreach Committee Update - Carly

a. Update from August Zoom-

September's call was a networking discussion, it was not very well attended, but those there really like the opportunity to share.

b. Upcoming Monthly Engagement Zooms

September will be a case study that someone wants help with; they are looking to schedule 3 webinar sessions soon. The communications committee will help get them up on our website for easier access. There is a committee meeting today. Tim mentioned upcoming conferences and asked if we should send posts asking if folks are going and if AVAP should arrange breakfasts.

5. Marketing and Communications Committee – Tim

a. Conference committee met and they are happy to help with the actual program and website information for 2025.

b. First committee meeting AVAP / AAVMC Survey – Tim

We met last Friday; Ginger Guttner and Allison Burk have agreed to co-chair and will help Carly with engagement and outreach. They will work on the website, LinkedIn and helping other committees. Tim sent a resume for a possible intern to rebuild our website as an internship giving her more experience for her portfolio. She has a lot of experience and would love to rebuild our site for her job references. The Executive Committee supports this idea. She offered to create a toolkit for us. If one exists, Joe Montgomery would know, but we don't think it exists.

6. Other Business

a. AVAP / AAVMC Survey – Tim

b. Tim will have the survey information to the committee soon, so we can all look and update or add to it. Then we can ask AAVMC to send it for us and we can present outcomes next year.

c. How do we feel about the committees, do we need more help or to add more volunteers? Carly said she can always use more help, but she will know more after today's meeting. Heidi asked if we have a master list of who is on the committees? Then we could recruit for more help, hopefully from colleges that are not already involved. Monika said she thinks the conference committee is set, but she will ask Laura. She has reached out to a few colleges who are not represented.

7. Open Forum-

a. Nothing to report.

8. Adjourn

Next meeting: AVAP Business Meeting is September 23, 2024