

American Academy of Anesthesiologist Assistants

Board of Directors

3rd Quarter Meeting, Sunday, July 22, 2018

Atlanta, GA 10:00 a.m. EST

Minutes

Attendance

Officers (Executive Committee): Nick Davies, CAA, President, presiding; Gina Scarboro, CAA, Immediate Past-President; Laura Knoblauch, CAA, President-Elect; Maggie Riffel, CAA, Secretary; and Gregg Mastropolo, CAA, Treasurer.

Directors: Daniel Mesaros, CAA, Director #2; Carie Twichell, CAA, Director #7; Kristl Kamm, CAA, Director #3; Robert Wagner, CAA, Director #5; William Buntin, CAA, Director #4; David Dunipace, CAA, Director #6; and Tim Goodridge, CAA, Director #1.

Committee Chairs and Representatives: Katie Noel, CAA (Communication); Layne DiLoreto, CAA (Legislative); Joy Rusmisell, CAA (Representative to the ASA Committee on the Anesthesia Care Team), and Jana McAlister, CAA (Practice).

Staff: Jet Toney, Executive Director; Felicia Kenan, Executive Operations Manager; Jeremy Betts, JD, Director of State Affairs; and LeAnn Johnston, Financial Services Manager.

Note: President may add or remove items from the agenda prior to convening. Red letters denote required action.

Agenda Topic (Packet Page Number in Parenthesis)	Presenter	Discussion	Action Taken	Next Steps
Call to Order, Quorum and Minutes				
1. Call to Order	Nick Davies	President Davies called the meeting to order.		
2. Attendance Towards Quorum	Maggie Riffel	Secretary Riffel called roll and noted 11 voting members present. Quorum established.		
3. Acceptance of Agenda	Davies	A motion was made and seconded to accept the agenda as submitted.	Motion approved. Agenda accepted.	

4. Acceptance of (April 2018) 2nd QTR 2018 Board Meeting Minutes	Riffel	A motion was made and seconded to accept the Second Quarter BOD Meeting Minutes as amended to replace reference to attendance by director Nikki Block with reference of attendance by director Kristl Kamm.	Motion approved; minutes adopted.	
Notifications				
Executive, Financial and Membership				
5. Financial Report	Gregg Mastropolo	A motion (No. 1) was made and seconded to accept the Financial Report. A motion (No. 2) was made and seconded to accept the Auditor's Report and provide the information to members. A motion (No. 3) was made and seconded to move Academy financial reserves into interest-bearing accounts.	Motion number one passed. Motion number two passed. Motion number three passed.	Disclosure of the availability of the Auditor's Report to be published to the membership.
6. Executive Committee Report/President Update	Davies	See Report. Noted the high level of state level work being conducted on behalf of members. Noted signs of progress such as large practice group in Florida opening positions for AAs. Asked for Unanimous Consent of the Board for Nick Davies to begin development of an outline for the structure of a AAAA representative assembly.	Unanimous Consent to begin development granted.	Davies to create FAQs and a member survey instrument to inform members of the components of the development of a representative assembly.
7. President-Elect Report	Laura Knoblauch	See Report		

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Committee Reports				
8. Executive Directors Update	Jet Toney	Deferred comment to specific items as considered.		
9. Finance Committee Report <ul style="list-style-type: none"> • Investment Strategy 	Mastropolo	See action Item 5.		
10. Communications <ul style="list-style-type: none"> • New Communications Chair • Editorial Review Board, approve 	Laura Knoblauch (acting Chair)	A motion was made and seconded to appoint Katie Noel, CAA, Communications Chair, effective October 2018. A motion was made and seconded to amend the <i>Policies and Procedures Manual</i> to create an Editorial Review Board to guide content in The Anesthesia Record and other media and to include the following designees: Communications Chair, President, President-elect, Membership Chair, Annual Meeting Chair, a member of the Board appointed by the President, the Executive Director, and a member-at-large appointed by the President.	Motion passed.	Question remaining: How are the results of the member survey to be published to the members?
11. Federal Affairs <ul style="list-style-type: none"> • Committee Oversight 	Mastropolo	See report.		
12. Governance	Gina Scarboro	See Report		Question remaining: Can students nominate members for AAAA offices?
13. Legislative <ul style="list-style-type: none"> • Dissolution of the Federal Affairs Subcommittee 	Layne DiLoreto	Chair DiLoreto announced that by mutual agreement with the chair the Federal Affairs Subcommittee has been dissolved.		
14. Legislative Fund	Trine Vik	A motion for Unanimous Consent to approve the fall fundraising plan was asked.	Unanimous Consent granted to approve the plan.	
15. Membership	Sherry Cucci			
16. Practice	Jana McAlister	See report		
17. Student <ul style="list-style-type: none"> • New Committee Chair 	Katie Noel	A motion was made and seconded to appoint Keith Minbiolo to chair and Brienne Seekford to vice-chair the Student Committee effective September 1.	Motion passed.	

ASA Committees Reports				
18. Large Group Practice	Bill Buntin	See report		
19. Quality Management and Departmental Administration	Robert Wagner	See report		
20. Governmental Affairs	Tim Goodridge	See report		
21. ASA ACT	Joy Rusmisell	See report		

Agenda Topic (Packet Page Number in Parenthesis)	Presenter	Discussion	Action Taken	Next Steps
External Liaison Reports				
E-vote				
Old Business				
22. Jeremy Bett's Compensation		A motion was made and seconded to approve a letter of agreement with JS Betts LLC for legal and advocacy services.	Motion passed.	
New Business				
23. Adjourn		President Davies adjourned the meeting.		