

**Minutes for the**

**Aerospace Medical Association**

**Executive Committee Meeting**

***February 17-18, 2012***

**The Westin Fort Lauderdale**

**400 Corporate Drive**

**Fort Lauderdale, FL 33334**

**AGENDA**

**EXECUTIVE COMMITTEE**

**FEBRUARY 17-18, 2012**

**FORT LAUDERDALE, FLORIDA**

**Attendees:**

**Anzalone, Fanancy** President

**Campbell, Mark** VP Education and Research

**Dervay, Joe** Member at Large

**Fisher, Chuck** VP International Services

**Merchant, Glenn** President Elect

**Northrup, Susan** VP Member Services

**Ortega, Joe** Treasurer

**Scarpa, Phil** VP Representation and Advocacy

**Stepanek, Jan** Member at Large

**Sventek, Jeff** Executive Director

1. **Call to Order (Anzalone)** – Dr. Anzalone called the meeting to order at 8:38 AM and welcomed all to sunny Florida. He thanked all for traveling to Fort Lauderdale.
2. **Approval of Minutes from August 19-20, 2011 Executive Committee Meeting** **(Anzalone)** – A motion to approve draft minutes from the August 2011 Executive Committee was seconded and unanimously approved without changes.  **(CLOSED)**
3. **GOVERNANCE – MERCHANT**
   1. **Standard Agenda Item: Review/Revise AsMA Strategic Plan and Business Plan (Merchant/Sventek)**
      1. Discussion of purpose for strategic plan
         1. Document to establish and track the priorities of the Executive Committee communicated to Council and AsMA membership
         2. Should describe a specific strategic direction for the Association
         3. Strategic Plan should be a shorter document on the direction for the next 1 – 2 years
         4. Policy and Procedures Manual should include the details for executing the strategic plan
      2. Executive Committee reviewed 2005 Strategic and Business Plan. The Association has implemented/completed most of the plan. Plan components not already completed have been overcome by events.
      3. The plan needs to address investment strategies and identify priorities. It also would benefit from membership input.
      4. The plan needs to address the future – identify where the organization intends to be 5 years from now, and define the strategies to realize that future.
      5. Executive Committee discussed current top priorities
         1. Website redesign to improve functionality and capability
         2. Membership
         3. Education planning
         4. Membership initiatives – what next?
         5. US Space Program – what next?
      6. A new strategic plan should be built and should include the Top 5 priorities for the next year and the way forward for each. Plan should also include how Association members can help achieve the priorities.
      7. Some of the current “goals” stated are probably not applicable today and may be difficult to interpret by the committees in an attempt to develop their own action plans. Also, specific metrics associated to each goal need to be included to assess progress.
      8. Resource investment needs to be directly related to the strategic plan.
      9. The attendees were requested to prepare goals (~5) and specific initiatives (~3) under each for discussion later during this EXCOM meeting’s sessions. It was noted that distinguishing the terms *goals* and *objectives* is very important. Also, we need to be cognizant of our non-profit status, thus a goal would be to increase revenue, rather than profit.
      10. Executive Committee decided to move this agenda topic to the August 2012 Executive Committee Meeting. That meeting will be a full 2 days with at least one-half day dedicated to strategic planning. **(OPEN – Merchant)**
   2. **Home Office (Sventek)**
      1. **GOV201103-3 Membership Survey Result – Ability for Members to Pay All Dues at One Time via AsMA Website (Sventek)**
         1. Member response: preferred date of payment was split between Jan 1st and May 1st.
         2. Not all folks may want (or be able to) pay all dues at one time: for the annual meeting, membership, constituent fees, donations to foundation, etc. Also, in terms of dates, we need to be aware of tax implications.
         3. Reality check: not all constituent organizations fulfill the requirements of AsMA regarding such constituency; the requirement is difficult to enforce.
         4. This functionality will be built into the new AsMA website in Phase II of the upgrade **(OPEN – Sventek).**
      2. IMPak update
         1. Emeritus Members – 101 Emeritus Members (of 465) paid the $50 annual fee. Over 100 could not be reached (no data or deceased). Fewer than 10 Emeritus Members notified AsMA HQ they are no longer active in Aerospace Medicine and did not want to pay the $50 annual fee. Only one Emeritus Member contacted AsMA HQ and complained that AsMA had changed the rules for Emeritus Membership. He requested an exemption to pay the fee – will be considered as New Business. **(CLOSED)**
         2. Associate Fellows/Fellows Biographical Data Form – Associate Fellows and AsMA HQ have worked together to convert the lengthy (38 pages) biographical data form used to collect data on Fellow nominees to a digital database within the IMPak membership database. Digitized form will draw data already existing in the member’s record and will only require the member to add missing data. An estimated score toward Fellow status will be automatically generated so the member will have a sense of their competitiveness for Fellow status. The Fellow evaluation committee will also have access to the tool to facilitate their process.
         3. Digital Biographical Data Form should be available for *all members* to use in late summer. Very valuable resource to all, particularly new members, to build their professional profile **(CLOSED)**
      3. Lease of AsMA HQ 2nd floor excess space – AsMA welcomed a non-profit organization into the available 2nd floor excess space on February 1, 2012. Empowered Women International (EWI) works to assist women immigrants to the US develop and market products based upon their culture here in the US. EWI leased space on the 2nd floor for their 3 employees and 2-3 interns. One intern now mans a reception desk on the first floor of the AsMA HQ building and we rarely need to lock the interior door. The lease calls for EWI to pay $1,350 per month for 600 square feet of office space. That represents approximately 10% of the total square footage of the building. EWI pays 10% of the monthly utility bills in addition to the monthly rent for the office space. **(CLOSED)**
      4. AsMA website update – improve appearance and functionality - integrate with IMPak
         1. Agreement with American Technology Services (ATS) to upgrade the Association website ([www.asma.org](http://www.asma.org)) signed December 28, 2011
         2. Discovery Phase for website upgrade completed in January 2012
         3. Flowchart and Timeline completed in February 2012
         4. Upgraded AsMA Homepage and several interior pages will be available to demonstrate during the May 2012 Council Meeting. If there are not many change requirements, it will likely go live in June (beta testing) and to EXCOM for approval in August 2012. Recommend reaching out to the Constituents for their input/feedback before deploying the final version. Representatives from the constituents have been sought for their input, but the response has not been 100%. See that the site is a work-in-progress and should remain so (always seeking its improvement).

Integration with IMPak is scheduled for Phase II of the project. Once Council has approved the Phase I work, Council must approve additional money for Phase II. **(OPEN – Sventek)**

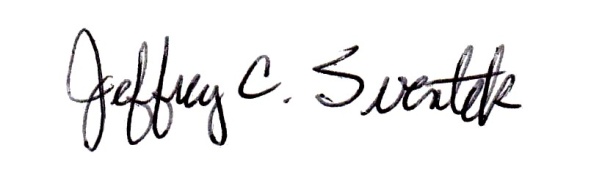
* 1. Committees
     1. Finance (Ortega)
        1. **Treasurer’s Report (Ortega) -** See attached report
           1. Association finished 2011 in the black!
           2. Approved 2012 budget projects finishing 2012 in black.
        2. **GOV201003-4 Apply for 501(c)(3) IRS Status (Sventek)**
           1. IRS Form 1023 and associated attachments submitted to the IRS in early November 2011
           2. Significant delays within the IRS assigning applications to Exempt Organization specialists for evaluation and decision.
           3. Currently assigning 501(c)(3) applications received in June 2011 to specialists for evaluation
           4. AsMA’s application will probably not have a decision by the May Council meeting. **(OPEN – Sventek)**
        3. **GOV201003-5 Arrange Audit (Ortega)**
           1. Request for Proposal (RFP) sent to four northern VA audit firms.
           2. Received proposals from all four firms.
           3. Gurman & Company of Fairfax, VA selected to complete 2011 audit and financial statement reviews for 2012 – 2015. Agreement signed with Gurman & Company in January
           4. Audit report should be ready by late April.
           5. Will report audit report findings during May 13 Council Meeting. **(OPEN – Ortega)**
     2. Bylaws (Webb)
        1. Proposed changes to Bylaws 2012 (see attached proposed Bylaws changes) will be published in the March ASEM. Meets the 60 day review period required by Association Bylaws.
        2. **Standard Agenda Item - Policy & Procedures Manual (Webb/Sventek) –** See attached draft P&P Manual
           1. Draft Policy and Procedures Manual provided to ExComm members in advance for review and comment
           2. No additional recommended changes offered by ExComm
           3. Kudos to Dr. Jim Webb for the excellent work on aligning the Policy and Procedures Manual with the Association Bylaws.
           4. Draft Policy and Procedures Manual will be agenda item for approval during May 13, 2012 Council Meeting in Atlanta. **(OPEN – Webb/Sventek)**
     3. Nominating Committee (Weien) – see attached Action Plan
        1. Nominating Committee completed work
        2. A full slate of recommended officers will be presented to the membership for approval during the Tuesday, May 15, 2012 Annual Business Meeting **(OPEN – Weien)**

1. **EDUCATION AND RESEARCH – CAMPBELL**
   1. Editor’s Report (Bonato) – no report required
   2. Managing Editor’s Report (Day) – no report required
   3. Annual Meeting (Sventek)
      1. Atlanta
         1. Advance Registration: 256 **(INFO)**
         2. Hotel Pickup: 20% **(INFO)**
         3. iPad application a huge success – agreement with ViaCuro in place for Atlanta and will expand to iPhone and Android-based phones/tablets
         4. Looking for corporate sponsorship to defray costs - Will pay $7,500 for contract. Three sponsors so far: Wyle (1K), AFBA (1K), and Impact Instrumentation $500 **(INFO)**
         5. IntelliQuest Media DVDs/CDs – agreement in place for Atlanta **(INFO)**
         6. Theme for 83rd Annual Scientific Meeting in Atlanta: “Evolving Travel Medicine Issues: A Global Concern” **(INFO)**
         7. **ER201111-1 Non-Member Ribbon and International Participation tracking (Sventek)**
            1. New Member ribbon developed and order. Will encourage membership commitment **(CLOSED)**
      2. Scientific Program (Saenger)
         1. **ER201103-2 Increase Number of Plenary Sessions in Annual Scientific Meeting (Sventek)**
            1. Moved Armstrong Lecture from Thursday afternoon to Thursday morning. Armstrong Lecturer very pleased with morning lecture time vs afternoon.
            2. Will consider additional plenary session for 2013 meeting as agenda item for May 2012 Council Meeting. **(OPEN – Sventek)**
      3. Registration Committee (Taylor) – No report required
      4. Arrangements Committee (Millett)
         1. Air Force Honor Guard acquired for Opening Ceremony **(INFO)**
         2. Middle School band acquired for Opening Ceremony **(INFO)**
         3. Working to hire a musical group for the After Party **(INFO)**
   4. Committees
      1. Aerospace Human Factors (White) – See attached Action Plan
         1. **MS201103-1 Membership Survey Result – Need for Increased Human Performance and Life Support Focus (OPEN - LSBEB/AsPS/AsHFA/IAMFSP/Human Factors Committee)**
         2. Considering a resolution on Air Traffic Controllers napping. ExComm discussed whether the resolution should address fatigue rather than napping. Dr. Campbell will discuss with the Chair. **(OPEN – ER201202-1 Resolution on Air Traffic Controllers Fatigue – Campbell/White)**
      2. Aviation Safety (Ricaurte) – See attached Action Plan
         1. Reviewed/commented on FPRM for aircrew fatigue
         2. Working to modify Passenger Air Travel publication to include proper use of child seats on aircraft
      3. Education & Training (Boudreau) – see attached Action Plan
         1. Accreditation Council for Continuing Medical Education (ACCME) Reaccreditation **(Sventek/Boudreau)**
            1. AsMA in the window for ACCME reaccreditation.
            2. Executive Director has updated all CME activities offered by AsMA since 2009 on the ACCME PARS website. ACCME will select those CME activities AsMA will be required to provide documentation for reaccreditation in March. Our reaccreditation report must be received by ACCME by July 18, 2012. If reaccreditation package is extremely well designed and exceeds the ACCME standards, AsMA could be reaccredited for 6 years rather than the typical 4 years. **(OPEN – ER201202-2 ACCME Reaccreditation – Sventek)**
         2. **ER201103-5 Dreyfus Developmental Model of Skill Acquisition (Campbell/Boudreau)** 
            1. A panel on this topic is scheduled for the May 2012 Annual Scientific Meeting **(OPEN)**
         3. Dr. Boudreau has developed a process for coordinating enduring materials for CME credit. She proposed that we not accredit the two enduring materials courses from University of Utah Medical School and the Uniformed Services University of the Health Sciences, as we would take all the risk and responsibility (nutrition and Moser courses). **(CLOSED)**
      4. History & Archives (Dalitsch) – see attached Action Plan
         1. Will be doing only one movie this year, but market it aggressively. Suggested arranging the room so that people could eat while they watch. **(INFO)**
         2. New Idea from Walter Dalitsch. Want to ensure that what is known now is preserved. Wants to send a request to all the members to submit biographies with records and pictures. Suggested Walter do some additional research with the current web site developers to explore feasibility. **(OPEN – ER201202-3 Capture of Biographical Data for Historical Purposes – Dalitsch)**
      5. Science & Technology (Shender) – see attached Action Plan
         1. Speaker’s Bureau (Sventek) - Currently utilizing the Fellow’s Group. Expect this to grow over the next several years. There will be a system to sign up in Atlanta. **(OPEN - ER201202-4 Establish Speakers Bureau – Shender/Sventek)**
         2. Student outreach. Have a panel on Monday at 1600 who are students from local schools/universities. We will be paying for a one day registration for the presenters. Need to start the process in Chicago much earlier. **(INFO)**
2. **MEMBER SERVICES – NORTHRUP**
   1. Membership Status/Dues (Sventek/Carter) – see attached Membership Analysis
      1. Drop from 2486 to 2200 **(INFO)**
      2. Main reason is the drop in Emeritus members due to the clean up – most were deceased and only 10 have declined as they are no longer practicing **(INFO)**
      3. Significant as yet unexplained drop form 2010-2011 in 3 yr members **(INFO)**
      4. Student numbers are a bit off as we transition **(INFO)**
      5. Need to mine the data to determine who and why we are losing members. Collecting this data is the responsibility of the Membership committee. There should be an “exit interview” and other efforts to gather this information, beyond sending letters requesting membership fees. We need to identify who it is we attract and who we do not – this is vital for the development of our investment strategy.
      6. IDEAS: We could visit the schools and training programs elsewhere to drum up membership – should identify liaisons that could assist us. Students are the “low-hanging” fruit. Must recognize that “students” are: undergraduates and residents in medicine and other fields, such as physiology, human factors, psychology, geneticists, dentists, safety officers, nursing, and even engineers-crash survival/safety folks. We also need to identify the category of each person who joins AsMA, integrate it with membership tracking efforts. We could also offer a prize to the constituent organization that brings the most members.
      7. Need to add structure to the membership process, i.e., the progress from student to professional member, associate fellow, fellow, and emeritus.
      8. Need to explore non-traditional areas for membership, such as engineers (Embry Riddle) and human performance concerns.
      9. A big drop of the members is in the nurses as they are finding the scientific program isn’t offering what they need. Jeff is working hard with the nurses to make the program more relevant (got the USAF air-evac crowd to submit panels) and is working with Randolph AFB to get the program approved for continued education credit (CEUs). Working with the Nurses Association in VA to get the Chicago meeting fully accredited. That is, AsMA cannot currently accredit these courses; we are not an accredited provider **(INFO).**
   2. Committees
      1. Awards (Belland) – see attached Action Plan
         1. List of recommended award winners presented to Executive Committee for approval. All the categories had candidates this year. List approved unanimously. **(CLOSED)**
         2. The Bauer Award is the pinnacle award – recommend save its presentation to last during Honors Night, akin to the flow used during the Academy awards. It also should be presented by the President, rather than the Awards Chair. Also recommend shortening the presentation of awards by eliminating the reading of the basis for the award. **(INFO)**
      2. Membership (Heil) – see attached Action Plan
         1. **MS201003-2 Survey Members on ACLS at Annual Meetings (OPEN – Ortega/Sventek)**
         2. **MS201103-2 Develop Proposal for Two-Tier Membership Structure (OPEN – Membership Committee)**
            1. Being explored; several milestones planned
      3. Corporate & Sustaining (DeBois) – see attached Action Plan
         1. **MS201011-1 Review Current C&S Dues Structure (OPEN – DeBois)**
         2. Organization doing very well; Several milestones planned
         3. Interesting newsletter is published
         4. 46+ members enlisted
3. **REPRESENTATION AND ADVOCACY – SCARPA**
   1. Outreach (Sventek)
      1. Very busy year with numerous emails and phone calls on safe to fly issues. **(INFO)**
      2. Looking forward to “Doctor Aero”. Will use new AsMA website content management software to facilitate Dr. Aero blog. **(INFO)**
      3. Recently had a phone call from producers of American Milestone (Public TV program, [www.americanmilestone.com](http://www.americanmilestone.com), brochures provided). Linda Gardner, producer, was on our website. Interested in perhaps spotlighting us on the program. Would do a one and perhaps a five minute spot that would be aired between PBS programs, Voice of America overseas, and some for profit TV stations. Would be run for a full year. Distributed to 200 largest markets in US, in 49 languages, and various for-profit networks, reaching ~ 100 million homes per day over that year, prime-time. The down side is that it is a cost sharing activity -- $26,400 would be our share. Active discussions ensued: What is the viewership? Goal? What do we want out of it? Executive Committee did not see the return on investment and directed Executive Director to decline offer. **(CLOSED)**
   2. AMA Activities (Merchant/Ortega) - It is important that we continue to participate and make our opinions known. They continue to reach out to us – this is good. Concern was expressed that an article was published on the Economy Class Syndrome without our input. **(INFO)**
   3. ABPM Aerospace Medicine Trustee (Northrup) – Informed Executive Committee of newly selected trustees – Dr. Ortega for the Aerospace Medicine trustee (one of our nominees) and Dr. Wood (ACOEM nominee) for Occupational Medicine trustee. A board certification has been added: *Clinical Informatics*, being developed by Accreditation Council for Graduate Medical Education (ACGME) **(INFO)**
   4. Board Certification may evolve to be an annual activity. We need to be aware of this type of changes and how it will affect the future of AsMA and the various accreditations. **(INFO)**
   5. ACPM Activities (Anderson) – see attached report. Seeking a centralized payment of dues process. **(INFO)**
   6. Commission on the Accreditation of Medical Transport Systems (CAMTS) (Steinkraus) – see attached report and their Facebook site. Current focus topics are fatigue, quality, and harmonization of standards. **(INFO)**
   7. General
   8. Committees
      1. Air Transport Medicine (Hudson/Wolbrink) – see attached report
         1. **RA201108-1 Update the AsMA Medical Guidelines for Airline Travel (2003) and Medical Guidelines for Airline Passengers (2002) and Useful Tips for Airline Travel (2005) (Hudson)**
            1. The two documents aimed at passengers will be combined them into one.
            2. The clinical publication will remain separate but migrate to a living document. **(OPEN)**
         2. Two panels approved for this year’s meeting. “Management of the fear of flying” and “aircrew fatigue.” **(INFO)**
         3. Dr Ray Johnson position paper of DVT has been submitted to ASEM for publication review. **(INFO)**
         4. Anthony Evans and Claude Thibeault have completed on the behalf of the ATM committee a position on the Management of Medical Illness during Air Travel. JAMA declined. BMJ has expressed interest and requested to include in the contents the most common medical emergencies. **(INFO)**
         5. Toxic Fumes Exposure: 2 events reported – all tests came back negative. No evidence to support the reported concerns was found.
         6. Prof. Bertino - Well written article submitted to JAMA regarding the care of airline passengers who become ill. Negative response. **(INFO)**
      2. Communications (Dervay) – see attached Action Plan
         1. **RA201103-1 Membership Survey Result – Webpage functionality, quality and services (OPEN - Communications Committee)**
            1. Agreement to upgrade AsMA website signed and progress is good toward having a new home page and interior pages to demonstrate during May Council Meeting. **(OPEN)**
         2. **RA201103-3 AsMA Website Capital Campaign (Sventek/Dervay)**
            1. November 2011 Council approved authority for Executive Director to spend up to $30,000 toward upgrading the AsMA website for Phase I.
            2. AsMA 501(c)(3) application decision is delayed at the IRS but should be decided by late summer 2012. Executive Director recommended waiting for IRS decision before starting the Website Capital Campaign so any donations from members or Constituent Organizations could be tax deductible. **(OPEN)**
         3. Emergency Question of the Day by EmedHome.com. Institute a similar query exercise in the AsMA website or other means, e.g., a subscribing member would receive a daily email with a question regarding aerospace medicine so that s/he would review it and learn – Purpose: continuing education, preparation for board exams, etc. A dedicated person would need to develop and manage this capability. Therefore it would need to be explored through strategic investment analysis.
         4. Journal and AsMA Program – moving towards providing these products in digital form (only) in some future e.g., via the website and accessible through iPad, iPhone, and similar tools. Beneficial for sponsors as well (through display of their logos). May be useful to purchase iPads or the like for AsMA staff to facilitate transition process. **(INFO)**

* + 1. Resolutions (DeJohn) – see attached Action Plan
       1. Committee has updated the Policy and Procedures Manual. There is a proposed bylaws change that was passed last year. The item was updated after feedback from some senior members. Not a substantial change, but an improvement. It will be submitted in May at the Business meeting. No recent resolutions.
       2. Improved the resolution process – a proposed Bylaw change will be presented at AsMA. **(INFO)**

1. **INTERNATIONAL SERVICES - FISHER**
   1. Support of ECAM 2012 with Space Medicine experts for panel (Sventek)
      1. Determined doing a joint Annual Scientific Meeting in 2016 or 2018 would be cost prohibitive due to travel and the attendance would be low given the expense. We will support a panel on space medicine during the ECAM 2012 in London, UK. Panel will specifically focus on the medical implications of space tourism and long term space flight (to Mars). Jim Vanderploeg and Mike Barratt have accepted representing AsMA in said panel (travel expenses paid, total cost will be ~ $4,000). Andy Bellenkes, our representative at ECAM, will chair the panel. **(INFO)**
   2. Committees
      1. International Activities (Hardicsay) – see attached report
         1. Working on getting a better handle of the international members so that we can reach out to them. **(INFO)**
2. **NEW BUSINESS**
   1. Jeffrey R. Davis, M.D. $500 Aerospace Medicine Endowed Scholarship (Sventek) – Dr. Derek Nusbaum selected unanimously. **(CLOSED)**
   2. AMSRO $1000 Scholarship (Sventek) – Dr. Wilfredo Rodriguez-Jimenez selected unanimously **(CLOSED)**
   3. Future Executive Committee meetings – In-person or virtual using Skype (Fisher)
      1. Proposal by Dr Fisher to use Skype for ad hoc meetings or in place of an in-person meeting
      2. Skype professional costs about $65 per year
      3. Benefit would be “face-to-face” type meetings in real time. Allows you to read body language. Limits cost.
      4. The parliamentarian states that Roberts Rules of Order insists that to have a vote/meeting, you have to be present (in person) or be able to see the other person. This might be a good way to meet this requirement.
      5. Discussion ensues regarding the value (reduce costs) and drawbacks (distractions) of Skype: Recommendation to have both types of meetings, as the value of physical presence is high; Dial-in capability should be a standard practice/available; Valuable service for EXCOM and other AsMA groups; it facilitates participation in various meetings.
      6. Skype procedural issues were discussed, such as the materials needed (off-site) and ability to see all meeting participants. Also, want to avoid multiple requests for use of the service, as direct interaction is always preferred, especially when presentations/briefs are involved. Finally, government participation may be limited due to fire-wall constraints.
      7. Requires computer and web cam/cameras/Wi-Fi. We would be able to reduce the conference call service.
      8. ED requests permission to subscribe to Professional Skype. Northrup moved that we move to Skype, Second Ortega. Discussion, presentations can be given via Skype, but we need to be careful with ACCME and the work load. Limiting factors are any video conferencing federal folks may have difficulty through the firewall. Second, the host has to initiate the call. The professional version also has document sharing and management tools. VOTE: Unanimous agreement to purchase the Professional Skype. Executive Director will purchase and make available. **(CLOSED)**
   4. Pro-rated Life Memberships (Sventek)
      1. Request from some members who would like a prorated membership. Could not afford to purchase early in their Aerospace Medicine careers. Its cost us currently $4,700 for 20 years. To clarify: the issue is not about an installment plan.
      2. Suggestion that we consider how long they have been members, how old they are, etc. Discussion ensued: worthy of exploration, yet we cannot afford to lose revenue; it should be about length of membership, not age; consistency of membership should be considered; life membership should be considered as offering two benefits: financial and a commitment to the association’s success
      3. Suggested the Treasurer research options. Ortega commented that we needed to know the life cycle of our membership, the financial implications of any change, and the value of life-time membership to the organization before we can make an educated decision. Treasurer will research the issues with the membership committee. **(OPEN – GOV201202-1 Pro-rated Life Memberships – Ortega)**
   5. Dr. Robert E. Gold request to be exempted from paying Emeritus Member dues ($50) (Sventek)
      1. Dr Gold was very upset that the decision was made and affected those who were already Emeritus. He was upset that we changed the rules “midstream.” This exemption is not covered in the Bylaws (including waivers of the requirement).
      2. Emeritus member: 65 yrs. of age and 25 years of paid membership, retain right to vote, access to electronic journal, and run for office if desired. Non-payment means loss of access to AsMA website services as “member.”
      3. Motion to deny the request for exemption (Fisher), second (Stepanek). Discussion: what is the possible fall out from this decision; If we make an exception for 1 then AsMA would have to make it for all – his request is really meant to rescind the dues altogether. Campbell wants to exercise compassion and give it to him as he is 77. Vote yes 8, no 1. **(Closed)**
   6. Location of August and November meetings – Consideration of alternate hotel and/or site due to dissatisfaction with current venue (Sventek).
      1. Suggested sites: San Antonio TX (low cost, attractive), Dayton OH (where current Scientific Program Chair resides), Colorado Springs (where incoming President resides), Chicago (Sheraton, where next AsMA is scheduled), D.C./Maryland area (convenience of pairing with other DC HQ meetings), etc.
      2. Note that several November attendees (Council) are government employees who either reside around D.C. or attend due to their ability to combine the AsMA meetings with own business activities.
3. **DATE OF NEXT MEETING**
   1. Council meeting: May 13, 2012, Hilton Atlanta Hotel, 9 AM
   2. AsMA Annual Business Meeting, May 15, 2012, Hilton Atlanta Hotel, Noon
   3. Joint Council meeting: May 16, 2012, Hilton Atlanta Hotel, 7 AM
   4. Executive Committee meeting: August ??, 2012, Colorado Springs, CO
4. **ADJOURN** - Motion to adjourn, seconded and approved. Adjourned at 12:00 PM by Dr. Fanancy Anzalone

Respectfully submitted,

Estrella M. Forster, PhD Jeffrey C. Sventek, MS, CAsP

Secretary Executive Director

**GOVERNANCE ATTACHMENTS**



**EDUCATION AND RESEARCH ATTACHMENTS**



**MEMBER SERVICES ATTACHMENTS**



**REPRESENTATION & ADVOCACY ATTACHMENTS**



**INTERNATIONAL SERVICES ATTACHMENT**

