

WRNC Board Meeting 1/21/2018

Present: Cathy Burns (president), Kelley Odell (vice-president) Ann Rogers (secretary), Jean Chamberlain (treasurer), Carla Johnson, Toni O'Neil, Kathy Lillard, Mathias Engelmann, Linda Bergman-Althouse, Amanda Falk, Amber McNamara, Lou Mitchell, Elizabeth Chandler. Calley Gerber, Greg Lewbart, Nicole Himebaugh (VSL), and Jennifer Heyward (VSL), Susan Jones (VSL), Taylor Gregory (VSL)

Absent; Amy Akins (was not informed of the meeting)

Cathy told the Board she would have to leave soon since a grandchild was ill.

The incoming student liaisons (Susan and Taylor) were introduced, and the outgoing VSL's (Nicole and Jennifer) were thanked.

Copies of the new code of ethics were passed around for everyone to sign.

The remainder of the meeting was a discussion of the symposium.

Jean said that many of us were too busy for the first two hours. The work with the VSL's went more smoothly than last year since Lou met with them beforehand, which helped a lot. The VSL's recommended making their new selection by mid-October next year would help them get better organized since it would be before their break. Giving the students two weeks to get their applications in should be enough time. They recommended having the outgoing VSL's meet with the incoming ones first and then meet with Lou.

Some vet students were not happy to be prohibited from using the anatomy lab during the weekend. This weekend was chosen last year to avoid their need for the lab, but the anatomy schedule was changed this fall so there was a conflict anyway. We will still plan on the third weekend in January next year and the anatomy professor will be told about it next fall. Greg will check with John Cole right away to reserve January 18-20, 2019.

Calley regretted not being able to attend this year's sessions because of a pet who is failing.

Lou has talked with John Cole, who thought things went very smoothly. The new signs helped people find their way. And, he thought the food truck was a success. Registration went well.

Toni was happy to have been able to attend more sessions than in past years. She noticed that we needed more tables at the ice-breaker since quite a few people had to stand.

Linda said she had not heard many complaints. Some people were unhappy with the sandwiches. The atmosphere at the University Club was good. There was good camaraderie, and we were happy to see people from several other states.

Jennifer recommended having the VSL's meet ahead of time with the IT person and have his number available for questions during the symposium.

Jennifer recommended having the VSL's and Lou meet ahead of time with the IT person and have his number available for questions during the symposium. She also recommended sending out a "save the date" announcement to the vet students earlier so it would be easier to get student volunteers. But, we can't make it too long before registration opens.

Susie also commented on how hectic the first two hours were. We need to be sure the attendees understand that everyone needs to sign in upstairs first and then stop at the desk downstairs *only* if they did not pick up their nametag at the icebreaker.

Amber thought the lectures all went well, and the whole event was well-done.

Kelley liked the way the raffle went. The VSL's were easier to find this year, but sometimes it was hard to find a student volunteer. The icebreaker was fantastic!

There was a discussion about having the icebreaker next year in the vet school cafeteria. That would allow the attendees to become familiar with the facility and save the \$500 we pay for the room at the hotel. We would have to get permission to stay after 5:30, but Greg thinks that should not be a problem and we should not have to pay extra for security.

We are also proceeding with the idea of using the Ramada Inn next door rather than the Hampton as our hotel of choice. The Vet School rate there is \$69/night plus tax, which is about \$50 less than the Hampton. We could save money by having the presenters stay there. The Ramada is heavily-used because of its location, so we would need to block the rooms early. (Who is doing this??) Someone suggested reserving rooms at the Hampton, also, but we would be responsible for paying for any that are not used, so that idea was dismissed.

Other comments:

All moderators need to have the phone numbers of student volunteers who can help with A/V. Room D-236 seemed to have a lot of problems and is small and was hot when there were a lot of people in it. Greg suggested using A-101 instead. It has more up-to-date technology in it.

The facility map should just say “North Theater” and “South Theater” without the room numbers.

We need more student volunteers wearing their “house shirts”along with a sign that says they are there to help with questions.

Ann said that registration on Saturday morning was extremely hectic. It was a good idea to hold the opening of the sales table until 10:00. After we got the hang of the Square device, it worked well. We also heard comments that the raffle offerings were not up to our usual standard.

Mathias was unable to attend many sessions, since he was helping with so many labs. (I have something he said about all the labs not being full, but what I wrote doesn't make sense...so please help!)

Carla said we need a number to call for IT help rather than running out to find someone. And, the computers need to be booted each morning before the first session.

Several of us commented that the banquet food was slow in being replenished. The line was held up several times by empty dishes. The table with water glasses was in a corner and not obvious for people who wanted some.

We discussed raising the price of the late fee since \$10 doesn't seem to spur people onto registering early. It was agreed that raising it to \$100 would help.

We had some confusion about closing the on-line registration. The website said it would close at the end of the day on Tuesday, but John closed it on Tuesday morning, and had to re-open it for a few people. It should be closed at least by the Friday before. But, the University Club has to have a banquet count two weeks ahead. (Did we decide what to do about that?)

The cancellation policy will be stated both on the registration page and on the receipt.

We mentioned event insurance. Lou, Calley and Elizabeth will check into that and report back to the Board.

We needed to revisit the deadlines for the cage and chimney swift grants. Carla moved that the deadline for both of those be Nov 1. Kelley seconded the motion and it passed unanimously.

Linda reported that Martha Fugate, 305 Beaver Drive Asheville, NC 28804 and Roxann Schager, 155 Tanager Lane Chapel Hill, NC 27517 are the recipients of the chimney swift grants.

Carla moved that the scholarship deadline be December 1. Kathy seconded the motion and it passed unanimously.

These deadlines should be put on the website and in the newsletter.

Lou suggested that we look again at our bylaws. They were last revised in 2013. She also mentioned that we need to meet in person more often since it's hard to know who is speaking on a conference call. Calley mentioned ZoomUS for video conferencing. (And, Ann is testing Google Hangouts.)

Someone asked about RACE certification for vets and vet tech continuing ed. There is an extensive and expensive approval process and it is really meant for repeat courses and not conference presentations.

We were running out of time by the time we got to elections. Toni nominated Carla for president with a second from Kathy. Kelley nominated Cathy for president. Since there was not time for discussion, Calley moved that we settle the election process with a conference or video call within the next 30 days. Elizabeth seconded the motion and it carried. Lou suggested that we might consider two secretaries: a recording and a corresponding.

The meeting disbanded as members rushed to their next sessions.

Minutes submitted by Ann Rogers, secretary.