

Minutes of the Board Meeting of the Midwest Chapter of the AAPM

The Spring Meeting of the Midwest Chapter of the AAPM was hosted at Central DuPage Hospital in Winfield IL on April 27, 2013. At 4:30pm, the board meeting was called to order by Plato Lee.

The following agenda was discussed. Responses at the meeting are in *blue italics*

Midwest Chapter of AAPM Spring 2013 meeting April 27 2013 Central DuPage Hospital

Agenda for Board meeting:
Prepared by Plato Lee

Meeting called to order by Plato Lee at _____ 4:30pm _____

Board Member Present: _____

Present at the meeting was Plato Lee, John Roeske, John Mathia, and Mark Pankuch

Absent from the Board was John Fan, Alex Markovic

- 1) Eric Zickgraf's term as the Member-At-Large to the National AAPM ends in December 2012. We have now accepted Mark Pankuch as the AAPM Member-At-Large for the 3-year term from January 2013 through December 2015.

Mark has accepted the position as member at large and has attended the introduction course and the 2012 meeting at RSNA as an invited guest. Mark informed the Board that there are many things going on within the Broad of the AAPM and he is very excited to be part of it. Mark expressed his gratitude for the appointment.

- 2) **John Roeske is now elected as the President-Elect for the term from January 2013 through December 2013 & will be the President from January 2014 through December 2015.**

The Board was very happy that John agreed to fill the role that was opened up as a result of Mary Ellen's resignation. The Board was satisfied that the Bylaws of the MidWest Chapter were followed correctly in John's appointment. The Board expressed their confidence in John Roeske and we are looking forward to his leadership. It was noted that we will need to fill John's vacant position as a Member at large. This moved the group into the next agenda item.

- 3) **Before the Fall meeting (the earlier the better), we need to proceed with nomination for all the new board members, such as President-Elect, Secretary, Treasurer, Member-at-Large etc.**

It was discussed that before the Fall meeting, we need to have elections for the Board. The process was briefly discussed. As the Past President, and therefore the Chair of the Nominating committee, Alex will nominate members for the President Elect, Secretary, Treasurer and two Board Members at Large (MAL). A ballot will be published with these names. The plan will be to solicit members interested for the MAL positions and to emphasize that we can have write in candidates.

The Board also expressed the strong desire to get more people involved from all over the Chapter. This will be a focus point in the election process of the new MAL.

The desire to build an active Social Committee for the MidWest Chapter was discussed. The idea is that appropriate planning of social events around the chapter meeting may increase attendance. Also, Mark's survey from the Chapter from last year shows that members have some interest in such events. The Board plans to approach Ina Sala to see her interest.

John Mathai expressed his interest in a nomination as Treasurer of the Chapter to the Board. This information will be passed on to the Nominating Chair.

As a side note it was discussed that John Fan, as the current Treasurer, has done an excellent job hosting our guest speakers. The Board is very pleased by the feedback we get from these individuals after their visits. It was agreed that we want to make every effort keep these standards in place as we proceed.

- 4) **CAMPEP CE Credit Manager: Dan Cutright instead of John Roske for the next 2 meetings?**

The committee expressed interest to recruit a student to assist with the CAMPEP CE. If no one steps forward, we will ask for volunteers from the membership. Mark will send out an email to solicit interest.

- 5) **Our Web site, the info on President-elect & AAPM Board Memembr/Representative need to be updated. (Gary?)**

Mark stated that he would contact Gary to correct this.

During the discussion of the Web-site, John R asked if we could get a more professional website that could include more technical features such as a Paypal option for our vendor sponsors. The committee

agreed we would be willing to budget between \$500 to \$700 for an upgrade if at all possible. The need to bring in a consultant was discussed because few members of the Chapter have such experience. John Mathai offered to ask some of his contacts if they would be interested. The committee will consider contacting the National AAPM for help too.

- 6) John Fan to switch bank from US Bank to Chase Bank so that it is easier to transfer account for next term? (Also, the money market fund is now converted to a Saving/Checking account.) John F has added John R, Mark P & Plato to the list of individuals that have the access to the chapter's account at Chase.**

The Board is grateful to John for taking the initiative to reorganize these accounts and make them much more accessible and transparent to the Board and the chapter membership.

- 7) Next Spring Meeting Date is 11/4/2013 & Place ?**

John R expressed concerns from the vendors that we were not picking our Chapter meeting date far enough in advance. The Board is very appreciative of our vendor's generosity and will make future efforts to choose a date and time as far in advance as possible.

For the fall meeting, the date of October 26th was agreed upon, pending the hosting site's approval. The Board is planning to ask NorthWest Community Hospital to host the meeting. John Mathai felt confident that his center would be interested in hosting this event. John M. will follow up with the Board with official approval as soon as he can.

- 8) 14. Secretary to change Immediate Past-President in By-laws and circulate it to all voting members.**

Mark thought the changes were already made, however he was sure that the changes were not circulated to all voting members. Mark will review this and will prepare this for the next meeting in the Fall Meeting

- 9) 14. Secretary to add History Committee (chaired by Ina) in By-laws and circulate it to all voting members.**

Mark thought the changes were already made, however he was sure that the changes were not circulated to all voting members. Mark will review this and will prepare this for the next meeting in the Fall Meeting

10) Any other issues?

Focused Topics for next invited speaker meeting were discussed. John R suggested we consider motion tracking in a near future meeting.

At the current meeting, the Board expressed their satisfaction and immediate positive responses from the membership with the Historic Session with guest speaker Franca Kuchnir. It was agreed that we will continue this for all future spring meetings. Before next spring meeting John R will approach Glen Glasgow and see if he would be interested to speak at the next spring meeting.

At 5:10pm a motion to adjourn the business meeting was made by John R. The motion was seconded by Mark P. The meeting was adjourned.