

Minutes of
MW Chapter AAPM Board Meeting
4/17/10

Meeting was convened at 3:20PM; motion to open the meeting by Alex Markovic; seconded by Eric Zickgraf.

Present: Alex Markovic, Plato Lee, Vythialinga Sathiaselam (Seelan), Eric C. Zickgraf, Neil Worlikar, Rob Laureckas, and Mary Ellen (M.E.) Smajo

1.) MCAAPM speaker timer:

- M.E. had experimented with the antique timer and could not get it to function correctly;
- It was decided to discard the old timer;
- Rob will look into obtaining a new timer for speaker presentations

2.) MCAAPM Treasurer's Report required annually by National AAPM:

- Neil will complete and submit the report for 2009

3.) New Committees:

Public affairs – inform members about job openings, secure sponsors for meetings, promote professional aspects, help organize focus meetings, contact congressmen/senators to promote chapter interests, etc

Publication committee – oversee chapter publications, meeting talks, take pictures at meetings (to post on the website?), and/or create a newsletter, i.e. a brief summary of each Chapter meeting to be emailed to the membership and posted on the website, etc

- Alex will further compile a list of duties for these 2 new committees;
- The board will review it at the next board meeting;
- After board approval of the duties, M.E. will ask Gary Huang (our webmaster) if he is interested in also chairing the Publications Committee;
- Then M.E. will email the membership to solicit chairs and members for each committee;
- We will wait to invite legislators to our chapter meetings until meeting attendance increases

4.) Role of the Past President:

- Seelan has drafted a proposed change for the bylaws explaining the role of the past-president;
- After M.E. receives an e-copy of the bylaws from Alex, she will add Seelan's text in red, to be discussed at the next board meeting, and eventually voted on by the membership

5.) Next Board Meetings:

- Meet Thursday August 5 at 7PM at the Panera at Golf & Skokie Boulevard;
- Conference Call from noon to 12:30PM on Thursday September 9 to re-check the speaker line-up for the Fall Chapter Meeting; goal: to finalize the agenda in time to obtain CAMPEP credit for the Fall Meeting; Neil will set up the call

6.) Fall Chapter Meeting:

- Possible venue: the new Proton Center? (Plato will email Mark Pankuch);
- Back-up venue: Northwestern;
- Date: Saturday November 13;
- Possible speakers: Bruce Gerbi re: CAMPEP residencies; Jack Limmer re: licensure;
- Targeted meeting idea: "Practical OBI QA": panel consisting of Neil, Alex, & Seelan (as part of the Fall Meeting); may result in MCAAPM guidelines for OBI QA?

- Incorporate a focus meeting into a longer (whole-day) chapter meeting? i.e. an “SBRT Shoot-Out” comparing different modalities like gating, CyberKnife, Tomo, RapidArc, etc? Invite a nationally-known expert on this topic? Have this be in the afternoon?
- We will revive the “Lanzl Lecture” as part of the Fall Meeting;
- Charge an admission fee for the Fall Meeting? Maybe, if CAMPEP credit and more hours (i.e. 8 hrs)?
- Vendors:
 - ❖ suggested sponsorship fee = \$350 per meeting;
 - ❖ “1st come, 1st served” in terms of table availability and location;
 - ❖ Neil will create a vendor sponsorship form including “day-of-meeting” instructions, where to send fee, how to make out the check, etc

7.) CATS: Chicago Area Technology Society:

- Kevin Corrigan was contacted but had never had contact with CATS; he suggested we contact Nick Lembaris;
- Nick had no information ->
- The board decided it is not worth pursuing this further

8.) Renu Saxena, Board Member at Large:

- M.E. will email her since Renu has not attended board meetings or the Spring Chapter Meeting this year

9.) Update to Bylaws on Website:

- After M.E. receives an e-copy of the bylaws from Alex, she will update the bylaws to accurately reflect the current officers, and ensure that the change in the secretary-treasure position to 2 separate positions (previously approved by a vote of the membership) is properly documented;
- She will send the updated bylaws to Gary for posting on the website

10.) Joint Chapter Meetings with Dosimetrists?

- This can only be successfully done if we have a firm agenda 1-2 months in advance of the meeting date;
- Rob will check on AMD (MDCB) requirements for dosimetrists to receive credits

11.) Minutes:

- M.E. will send the minutes of both this board meeting and today’s business meeting to the board for review;
- Following any corrections, M.E. will send both to Gary to post on the website, and will email them both to the entire email list.

Motion to adjourn made by Neil at approximately 4:40PM; seconded by Rob.