

Minutes of
MCAAPM Board Meeting
11/5/11

Meeting called to order at 3:50PM by Alex Markovic.

Present: Alex Markovic, Vythialinga Sathiaselan (Seelan), Plato Lee, John Roeske, Ina Sala, and Mary Ellen (ME) Smajo

- 1) Review of “Supplemental Duties of Officers of the Midwest Chapter” document – ME Smajo:
 - Several adjustments / corrections were suggested
 - ME will make the corrections and send it to the board for final review
- 2) Website – Alex:
 - List sponsoring vendors along with the agenda and directions for each meeting; have this immediately visible (not an extra mouse-click);
 - Plan to make a vendor section of the chapter website, where we can post the “Vendor Sponsorship Form” (after ME makes corrections to it) and directions for the vendors for the day of the meeting (Plato should have examples of these);
 - Post “Guidelines for the Meeting Host” on the website (after ME creates it based on Plato’s information);
 - Since the current website manager has expressed to Alex that he would like to step down, Alex will send an email requesting a student or resident to take on this task
 - Alex will look into what help the National AAPM can give us with the website
- 3) Speaker Timer – Alex:
 - After reviewing various options and their associated costs, the board decided not to purchase a speaker timer after all;
 - The moderator of each session will be responsible for ensuring that the session stays on time
- 4) Investing chapter funds – Alex:
 - The board decided to contribute \$1000 from the chapter to the National AAPM Education Fund this year
- 5) Special Focus Meeting - Alex:
 - The board decided to hold another special focus meeting (similar to the Safety Meeting last spring)
 - Topic: SBRT
 - Keynote speaker: ask Tim Solberg (Plato will contact him)
 - Include dinner
 - Date: 1st week of March
- 6) Spring MCAAPM Meeting – Alex:
 - Date: April 21, 2012
 - Location: Community Hospital in Munster, IN
 - Host: Mirel Palamaru (Plato will email him)
 - Possibly make this a joint meeting with the Ohio River Valley Chapter? (Plato will follow up)
 - Community has a CyberKnife at another location, and offered to set up a shuttle if people are interested in going to see it as part of the tour

7) Moc Board Exam Preparation – Alex:

- Since there was very little interest the last time the chapter attempted to provide this type of opportunity for the membership, it was decided that we will not undertake this at present

8) AAPM Professional Activities - Alex:

- The board feels that it would be helpful for the membership to learn about what opportunities are available for professional development and participation with the larger community and how to get involved (i.e. things like working on task groups and committees with AAPM, ASTRO, etc.)
- Plato will ask someone from National AAPM to come to the Spring meeting to talk about his topic

Meeting adjourned at 5:30PM.