

AAPHD Annual Town Hall Business Meeting Minutes

April 30, 2002

Danvers, Massachusetts

1. **Call to Order.** The meeting was called to order by President McFarland.
2. **Approval of the Agenda.** It was moved and seconded to approve the Agenda as presented. Motion carried.
3. **Approval of the 2001 Annual Meeting Minutes.** It was moved and seconded to approve the minutes with spelling corrections. Motion carried.
4. **Officer Reports**

President's Report. Kim McFarland reported that the word "new" characterized her year as president.

- hired a new executive director—Pam Tolson, CAE;
- moved National Office to Springfield, IL;
- completed a financial audit;
- hired a new Webmaster—Debby Kurtz-Weidinger, and revised website;
- contracted with a new editor for the newsletter—Becky DeSpain Eden;
- revised the Constitution and Bylaws; and
- signed an affiliation agreement with ASTDD.

President-Elect Report. Bill Mass reported on the planning for the National Oral Health Conference. Highlights for the 2002 conference include:

- over 500 attendees;
- \$30,000 in sponsorships;
- continued \$10,000 sponsorship from Procter & Gamble for the Student Merit Awards; and
- CD-ROM of conference proceedings and handouts to be distributed to all attendees (sponsored by GC America, Inc. and CDx Laboratories, Inc.).

Vice-President Report. Candace Jones reported on her work in developing the affiliation agreement with ASTDD and as part of the conference Planning Committee. She is pleased with the opportunity to develop the CD-ROM to offer attendees handouts from sessions they are unable to attend.

Past President Report. Rebecca King reported on the work of the Awards and Nominations Committee. The results of the award nominations were revealed at the Awards Luncheon on April 29th. New members of the Executive Council, as a result of the election held prior to the conference, are Vice-President Jane Weintraub and Executive Committee Members James Sutherland and Marilyn Woolfolk.

It was moved and seconded to approve the Officer's Reports. Motion carried.

5. **Executive Director Report.** Pam Tolson, CAE, expressed her appreciation for the opportunity to work for the association and for the warm welcome that had been extended to both her and her staff. During the past six months she has been concentrating her efforts mostly on administrative issues:

- updating the database and subscription data;
- unpacking, reorganizing, and reviewing historical data;
- working with the auditor to conduct an audit, set up new financial system, and move the association from cash to an accrual basis of accounting;
- working with the association attorney to review and rework the association's Constitution and Bylaws to come into compliance with Illinois law;
- working with the Foundation Committee to update the giving records, develop a reorganization plan, and develop a brochure; and
- attending and helping with follow-up on the Resident Director's Workshop.

With the revised bylaws, audit, and new administrative procedures established, she hopes her priorities will not revolve around working with the association committees.

6. **Business Items**

Annual Report and Audit. In the absence of Secretary-Treasurer Mark Greer, Maas and Tolson reviewed the audit report for the fiscal year ending September 30, 2001. The audit was distributed in lieu of a budget. Because of the changes in management and accounting procedures, a budget has not yet been accepted by the Executive Council for distribution at this Annual Meeting. However, the 2001–02 budget, expected to be approved at the May 2nd Executive Council meeting, will be summarized in the newsletter. The Executive Council expects to provide a proposed budget for fiscal year 2003–04 at next year's town hall meeting, when the planning cycle will allow for such a budget to be presented in advance of the beginning of the fiscal year. The budget for fiscal year 2002–03 will again be summarized in a future newsletter.

Constitution and Bylaws. King and Tolson reported on the issues that resulted in a major rewrite of the association's Constitution and Bylaws. Most of the changes were made at the recommendation of the attorney to bring the bylaws into compliance with the Illinois not-for-profit act. This was a direct result of the 1997 action by the membership who approved the association's change from a 501(c)(6) membership organization to a 501(c)(3) charitable organization.

After an extensive discussion, it was moved and seconded to approve the bylaws with the instruction to the Executive Council that the issues discussed regarding diversity and international committee responsibilities become the responsibility of all committees and be incorporated in the next bylaw revision. Motion carried.

Additional changes to the proposed bylaws included (paraphrased):

- Extension of the discrimination clause to include gender or sexual orientation.
- Giving the membership committee the responsibility to determine "acceptability" of schools for student membership.
- Restricting voting rights to member dentists board certified in dental public health.
- Allowing for e-mail voting by members (now acceptable in Illinois).
- Deleting the requirement to attempt scheduling meetings in conjunction with the ADA annual meeting.
- Requiring the Awards and Nominations Committee to present a slate of at least two candidates.
- Clarification of the duties of the Foundation governing committee.

It was the consensus of the members present at the Annual Meeting that the bylaw changes were a move in the right direction for the association; however, they requested that the committee again review next cycle to make further clarification on terminology, diversity, and international issues.

Diversity Policy. Jones distributed a timeline outlining the work of the Diversity Taskforce to date, along with a copy of the draft resolution distributed for comment

at last year's annual meeting. She reported that some miscommunication had occurred over the next steps to be taken and that after a meeting during the NOHC with interested members, she had asked President-elect Bill Maas to continue the taskforce until resolution could be made on a recommended diversity policy. Maas has agreed to appoint a taskforce to continue with the work on developing a policy.

Residency Director's Workshop. Bob Weyant reported on the workshop held in February. A number of recommendations have been made to the AAPHD Executive Council as a result of the workshop. It is hoped HRSA will continue to make funding available for this workshop in future years.

Journal of Public Health Dentistry. Editor Scott Tomar reported that subscriptions were down for the journal. Concern was expressed on whether libraries were no longer requesting subscriptions. Staff will try to determine where the nonrenewals are centered. The Editorial Board is pleased with the quality of articles being submitted and publishes just over 50 percent of all submissions.

7. **Changing of the Guard.** Outgoing President Kim McFarland swore in the new officers for the association. The new officers are: Bill Maas, president; Candace Jones, president-elect; and Jane Weintraub, vice-president. New Executive Committee members are James Sutherland and Marilyn Woolfolk.

8. There being no further business, the meeting was adjourned at 6:15 PM.