

APAHC Board Meeting  
Friday, November 10, 2006  
Telephone Conference

**Board Members Present:** Jeff Baker, Barbara Cubic, Rick Handel, Barry Hong, Cheryl King, Jerry Leventhal, Lynn Peterson, Patrick Smith, Danny Wedding **Other Individuals Present:** Anna Chur-Hansen (Advisor to the President), Tracey LeDoux (student representative), William Robiner (2007 APAHC Conference Co-Chair) and Rick Seime (2007 APAHC Conference Co-Chair)

**Open Section**

**A. Review of Agenda**

Prior to the meeting role call was taken and Dr. King discussed the planned agenda.

**B. Treasurer's Report**

Dr. Smith created a tentative budget for the APAHC 2007 conference which was discussed by the Board. Currently, the total budgeted expenses for the conference are estimated at \$33,000 which includes estimates for \$13,000 in speaker fees, \$3,500 in administrative expenses, \$2,000 for meeting room expenses, and \$11,000 in food and beverage costs. Therefore, if 75 faculty (at \$250) and 30 students (at \$125) register, \$11,000 potential debt will be incurred if no other funding is obtained. This does not include the fees that would be due if we couldn't meet the contract agreement concerning room block, food and beverages, and gratuities. However, this aspect of the agreement would almost certainly be met if we have 75 faculty and 30 student attendees. Dr. Hong will begin working on fundraising now that more specific details are available.

Dr. King reminded Dr. Smith that our annual budget report will need to be submitted to Division 12. Dr. Smith indicated that this report is due in January and that he expects to have a draft report prepared to review with the Board in December.

**C. Publications Committee**

Dr. Cubic reported that she has now established a full editorial board for JCPMS and indicated that she has 6 physician members on the Board. She and her associate editors are working diligently to produce a high quality first issue of JCPMS for March 2007 under the new editorship. Board members commented on the highly successful transition of editorship.

**D. AAMC Liaison**

Dr. Hong discussed the recent awards that were announced by AAMC and the importance of APAHC considering nominating psychologists in the future as many of the awards are given to non-physicians.

**E. Division 12 Liaison**

Dr. Wedding reported that there are three positions which will need to be filled in the Division 12 elections. These positions include President, Secretary and Division 12 Council Representative. The Board encouraged Dr. Wedding to send an e-mail to the APAHC list serve regarding the elections and to encourage self nominations. Dr. Wedding also indicated that the Hoegrefe book series has 3 new volumes coming out and the series is doing well.

The Board also discussed the importance of having individuals from APAHC consider applying to be a fellow within Division 12.

**F. Membership**

Dr. Smith indicated that he is receiving several renewals. Actual numbers are not yet available.

**G. 2007 APAHC National Conference**

Dr. Seime thanked Drs. Robiner and Smith for continuing to work on the conference details while he was recently on medical leave. Dr. Seime has sent a final draft of the brochure to the Board for final review. Dr. King hopes to send out an e-mail this weekend to the list serve with the brochure attached to give some momentum to marketing.

Given concerns about the expenses discussed earlier the Board discussed a fee of \$250 for APAHC members, \$295 for non-members, \$135 for student members, and late registration fees of \$30 for the conference.

Dr. King reminded the Board of the importance of each member marketing the conference in every way they can. Drs. Robiner and Seime are working with the Track Leaders to finalize the content, speakers, and ways to market the conference to various groups (e.g. APPIC) and to interface with local psychology organizations regarding issues like continuing education.

Dr. Sharon Berry has agreed to accept poster submissions and facilitate the poster sessions and Dr. Leventhal will work with her in this regard. The deadline for poster submissions will be February 1, 2007. Dr. Seime and Ms. Amber Stene are working out registration logistics, and Dr. Baker will keep the website up to date about the conference.

The Board discussed the importance of securing CE for the conference in the most efficient manner. The Board also discussed a deadline date for registration and decided on March 20, 2007.

**The next Board phone conference will be held on Wednesday, December 13, 2006 at 5:00 p.m. EST. The newly elected board members for 2007 will be invited to participate to facilitate a transition in leadership.**

**Respectfully submitted:**

*Barbara Cubic, Ph.D., APAHC Secretary*