

Minutes

SEAAPM Business Meeting

March 25, 2006

Memphis, Tennessee

The meeting was called to order at 1:00 PM by President Perry Sprawls.

2005 Minutes:

A motion was made by Michael Yester to approve the 2005 meeting minutes. The motion was approved.

President's Report:

The report had been distributed in the registration packet and only highlights were discussed as follows.

Considerable development was done to the chapter's website. The website is now being hosted on a commercial provider. The chapter has its own domain name, www.seaapm.org. Thanks to the professional expertise of David Gauntt, a number of improvements and enhancements were added to the page including on-line registration.

Incorporation of the southeast chapter is in progress in compliance with a request from national.

In compliance with a 2005 motion, President Sprawls had appointed a committee to look at chapter reserves. Don Frey chaired the committee. Jerry Allison and David Gauntt also served. Their report will be given later in the meeting.

In 2005 a structure was established for the Awards and Honors Committee consisting of former SEAAPM presidents. The committee will be in charge of selecting winners of the Jimmy Fenn Award and the Best Paper Award.

A nominating committee will be appointed to come up with a slate of candidate for chapter officer.

President Spawls recommended selecting an individual to act as a student affairs liaison.

Treasurer's report

The treasurer's report was distributed in the meeting registration packets. Treasurer David Gauntt reported that chapter assets have increased every year

except one and that current assets are “extremely strong”. The 2005 SEAAPM meeting and symposium netted the chapter approximately \$30,000. Ray Tanner made a motion to accept the treasurer’s report. The motion passed

Finance Committee Report

The finance committee consisted of Don Frey, Jerry Allison, and David Gauntt. Their committee report was distributed in the meeting registration packet. The goal of the committee was to determine if there were funds beyond the chapter’s needs and, if so, to make a recommendation for what to do with reserve funds and with excess funds.

The chapter had \$76,500 in reserve last year. \$40,000 is considered the biggest loss the chapter could incur in an annual meeting. Thus the committee recommended allocating an additional \$15K so that the chapter would have \$55,000 in reserve for financial protection. This rationale is meant to be able to demonstrate to the IRS that SEAAPM does not have more money than appropriate for a non-profit organization and thus be moved from a non-profit to a for-profit status.

The committee offered a motion for accepting \$55K reserve (no second is required for a motion coming from a committee). A discussion followed. It was noted that the amount of the reserve will change with inflation. Thus it was suggested that the amount be reviewed on a periodic basis. President Sprawls said the amount will be reviewed annually by the finance committee. It was suggested to add the annual committee review to the motion. President Sprawls said that the motion does not fix the reserve amount forever. Mike Tkacik suggested an alternate motion saying that the finance committee be given the authority to establish the reserve amount. Don Frey disagreed and wanted to have a set reserve amount as part of motion. Mike Tkacik withdrew amendment. Treasurer David Gauntt pointed out that “reserve” means reserve level, not reserve account. The original motion from the finance committee passed.

Don Frey suggested that the chapter make available about \$5,000 annually for spending and that the finance committee send out inquiries and take suggestions from members as to how the money should be spent.

The finance committee was reappointed for another year and next year the chapter will consider making finance a standing committee.

AAPM Board Representative Report (give by John Gibbons)

The national AAPM board reorganization was discussed. The chapter had previously voted that the proposal was not ready and shouldn’t be used. The proposal was submitted to national membership and narrowly lost. National is asking for comments from opponents.

AAPM should not pursue provider status for medical physicist.

The AAPM Budget called for a \$500,000 deficit. This was not considered unusual since committees ask for more money than they spend

ABR trustee: A board representative was leaving the board and the board nominated three replacement candidates.

AAPM meeting was expanded through Thursday afternoon for poster presentations to parallel the board meeting

The AAPM is looking for an editor for the AAPM website. It will be a 25% FTE position.

Elections:

The winners of the 2006 election of officers were announced as follows:

- President-elect: Robin Miller
- Secretary: George David
- Treasurer: David Gauntt

Because of the low number of voters, it was suggested that the dues notice go out earlier. The ballot also contained a poll of symposium topics. The #1 topic was "Digital Image Science for Medical Physicist". Ehsan Samei offered to direct a symposium on this topic. The ensuing discussion concerned the fact that SEAAPM had sponsored a string of diagnostic symposia and that we should incorporate therapy imaging. The consensus was to do sponsor a symposium on digital image science for both diagnostic and therapy with Ehsan Samei as director.

Old Business:

There was no old business.

New Business:

Awards and Honors Committee:

- The committee recommended the chapter support George Sherouse for AAPM fellowship. A motion was made by Robert Wilson nominating George Sherouse for fellowship. The motion passed.
- Don Frey reminded the chapter that the Awards and Honors Committee should also look at an achievement award and the Coolidge award.

2007 Chapter Meeting

David Gauntt noted that the chapter had recommended getting started in advance and that Don Stone had been working with the Chattanooga Choo-choo as a meeting site. However, the only weekend available was February 7-10. Don Stone made a strong recommendation to use the Choo-choo rather than other

hotels in Chattanooga. Potential conflicts with SPIE or WIMP were discussed. Ehsan Samai thought he might be busy with SPIE on the February date. Robert Wilson suggested we check with several other area hotels for date availability or book the Choo-choo for 2008. There was a discussion about going back to Atlanta for 2007. It was decided that EXCOM determine the 2007 meeting site.

Student Involvement:

President-elect Thad Wilson made a motion that a student poster session be part of the next SEAAPM meeting and that tuition should be waived for accepted abstracts. In addition the motion authorized spending up to \$5,000 for a student travel allowance. The motion was seconded. President-elect Wilson suggested the chapter could provide up to \$300 for 15 awards. Jerry Allison suggested that students submitting posters be allowed to attend the symposium or meeting at no charge. George Sherouse suggested sponsoring a best student paper and poster session with the award being the support for the student to attend the AAPM national meeting to deliver the same paper. President-elect Wilson suggested voting for \$5,000 to use at the discretion of awards committee. John Gibbons said that students go to AAPM anyway and the funds might better be used for subsidizing attendance at the chapter meeting. John Gibbons proposed an amendment that the funds be used for programs only in SEAAPM region. President-elect Wilson accepted the amended motion. George Sherouse proposed that within 5 years we accept only students from CAMPEP accredited programs for the award. President-elect Wilson did not accept Sherouse's amendment. Ray Tanner suggested that for \$5K we could send students both to the national and to the chapter meeting and that the awards and honors committee should use discretion. Jerry Allison didn't like the concept of a cash award and preferred a travel award. President Sprawls suggested we had achieved a consensus in encouraging student involvement and allocating \$5,000. John Gibbons noted that at the southwest chapter meeting students give 8 minute talks followed by a 2 minute review and judges determine the best presentation. President-elect Wilson withdrew his motion. President Sprawls turned the matter over to finance committee.

Board representative Ken Vanek emphasized that SEAAPM needs to promote medical physics to college students. Don Frey pointed out that a list of students is sent out to membership as part of the "take a student out to lunch" program. Frey also reminded the chapter of a slide set downloadable from the AAPM website that is available for use by the membership.

Ray Tanner suggested that for future symposia vendors be allowed to sit in for a much reduced rate.

Gibbons suggested a motion to put the text of the Jimmy Fenn acceptance speech on SEAAPM web site. President Sprawls said he would develop an awards and honors section for the web site.

President Sprawls thanked President-elect Thad Wilson and Robert Wilson for putting on an outstanding symposium and meeting. Outgoing President Sprawls then passed the virtual gavel to incoming President Thad Wilson.

Adjournment:

The meeting was adjourned at 2:15 PM

Respectfully submitted,
George David, Secretary SEAAPM