

The Foundation for Osteopathic Emergency Medicine
BOARD OF TRUSTEES
Conference Call
July 31, 2012

Minutes

Members Present:

Juan Acosta, D.O., MS, FACOEP – President
Peter Kaplan – Vice President
Sherry Turner, D.O. – Treasurer
William F. Lynch, Jr.
Robert E. Suter, D.O., FACOEP-D, FIFEM
Douglas Webster, D.O., FACOEP-D
Janice Wachtler, BA, CBA, Executive Director
Stephanie Whitmer, Director of Development

Not Present:

Victor Scali, D.O., FACOEP-D

Others Present:

David Levy, D.O., FACOEP – ACOEP Board Liaison

The meeting was called to order at 2:06 by Juan Acosta, D.O., MS, FACOEP, President. A motion was made to approve the minutes from June 26, 2012. The motion was seconded and the minutes were approved as written.

Vice President's Report: Peter Kaplan reported on the status of the Legacy Gala. At the time of the call, the electronic invitations went out to all ACOEP members, as well as actual invitations to all Scientific Assembly registrants. The next batch of invitations will go out on September 15, 2012. The honorees have all been informed that they will receive an award at the event, and the physical awards are being ordered. Bill Lynch reported that his team is working diligently to plan this event, though the budget has not been finalized. He stated that the goal is to make a profit and that the budget (finalized in 2 weeks) will reflect this goal. The VIP reception will be held outside the room with high-top tables, flowers, and an open bar. The ballroom itself will be more formal. Melissa Skakow, event planner for NHS, will make sure the stage, screens, and AV equipment are ready. Sherry Turner, D.O. volunteered to donate the cost of the Winner's Table for the 2012 Legacy Gala.

Treasurer's Report: Sherry Turner, D.O. reported that FOEM currently has \$70,000 in checking and \$125,000 in Money Market and Investments. She stated that FOEM should consider giving out more grants so that we don't have a surplus of cash. To this end, Ms. Whitmer will work on marketing the FOEM Grants in the registration bags, booth, and with signage at the 2012 Scientific Assembly. The

board agreed to revisit the Grant Handbook to make sure it is up to date. Dr. Turner, Ms. Whitmer, and Ms. Wachtler will revisit the budget taking into account the new fundraisers and the FOEM Research Network.

Board Growth: The board revisited the need to recruit new members. Ms. Wachtler volunteered to include an article in The Pulse describing the Foundation and what is required as a board member. It is recommended that all current board members be on the lookout for potential candidates.

FOEM Research Network (FRN): At the time of the call, the FRN survey was made live by Brian Thommen, ACOEP IT Director. The survey was sent to all Program Directors and Residency Coordinators by Stephanie Whitmer and the results of the completed surveys are sent from Brian Thommen to Dr. Scali, and from Dr. Scali to his 2 student research interns that are charged with following up on the collection of data.

As there was no other business, the meeting was adjourned at 2:45.

Respectfully submitted,

Stephanie Whitmer
Director of Development