



Executive Committee Meeting

Wednesday, April 7, 2021

Via conference call

Minutes

Call to Order

The meeting was called to order by Dr. John Smith, President, at 2:07 pm via video conference.

Present

John Smith, Heather Miller, Victor Lopez, Margaret Lomas Carpenter, Tosha Hendrickson, and Matt Painter

Absent

Alisha Harrison and Samantha Stewart

Old Business/President Updates (John)

- Approve minutes from February 2021 meeting
 - Motion to approve minutes (Victor 1st; Tosha 2nd)
- Elections
 - Ongoing for Treasurer & Vice President

New Business (John)

- SI Hotel Update
 - We are out of the hotel contract
- TxGAP Meeting (NAGAP Request)
 - We need to schedule our TxGAP Meeting during NAGAP and let NAGAP know by Friday
 - May 5 is a possibility and use it as a professional development event

Financial Report (Matt) - Herewith

- Monthly Update
 - No deposits; 2 debits and a fee (website, credit card processing)

Committee Chair Reports

- Membership (Alisha)
- Communications & Marketing (Samantha/Victor)
 - Victor updated the website. Let him know if anything needs to be fixed. He added an election page for our open positions. There is a link to fill out a form. There will be a campaigning period.

- Next TxGAP Series
 - Dr. Lawrence Taylor – a promotional/emotional topic; how to best transition back to life after the pandemic
- Mentorship Program Re-Launch
 - There will be specific target dates for mentors
 - Victor will send out an update email
- Cinco de Mayo TxGAP Meeting
 - Work with Matt for purchase of gifts
- Professional Development & Strategic Initiatives (Victor)
- Summer Institute (Heather)
 - How do we want to hold it this year? When should we have it...first week of June?
 - Can we pull off some kind of extended professional development?
 - Matt: Delivery costs would not be much. We are in a good financially. \$100 may be too much to ask, but it should not be free. We can reimburse the difference to those who pre-paid or roll it over to the next year.
 - Victor recommended rolling over the fee to next year and letting them get in free this year or using the difference to go towards a colleague.
 - Gift Bag of Swag: the company would be able to drop ship; the cost would be about \$5-\$6. Victor suggested a journal and pen or lapel pin.
 - Heather recommended participants pay the \$35 which would include their membership and access to SI.

Discussion Items

Motion for Adjournment

- A motion to adjourn was entered at 2:40 PM

