

AACP Committee Report Form

Date: 12/5/05

Committee: Executive/Finance

Members Present: Wes Sowers, Annelle Primm, Anita Everett, Jack Haggerty, Hunter McQuiston

Agenda Items:

Financial Issues

- Budget Updates
- Deerfield Proposal
- Audit/Review of Books
- Dues Increase

Nominations

Ortho Joint Membership Agreement

Membership

- Recapture Strategy
- Brochure/Registration Materials Revision

Winter Meeting

- Pittsburgh 2006
- Madison 2007

Committee Chair Vacancies

Actions:	Person Responsible	Projected Date of Completion
<p>1. Anita has been working with Frances to complete the transition of some Treasury functions to her. A new account has been established in Dallas that Frances will write checks from and make deposits to it. Anita will monitor and approve these transactions. Frances will work with Hunter and Anita to simplify current array of accounts. One account will be designated as the reserve account and we will plan for a balance of \$35,000 by early 2006.</p>	Anita and Frances	10/5/05
<p>2. We will pursue an additional charitable donation for this year to support our newsletter</p>		

and website from Janssen Pharm.	Frances	1/1/06
3. Deerfield sent a proposal for restructuring of our contracts for LOCUS and CALOCUS Hunter, Anita, Charley and possibly Fred will form the negotiating team. They will attempt to assure that that the new contract is advantageous to the organization and whether additional services offered to assist with business needs are appropriately provided by Deerfield.	Anita, Hunter, Charley, Fred	1/15/06
4. We agreed that the dues increase should be considered after the results of membership renewals are available. We can present a more coherent rationale to members at that time, as our financial situation should be clearer.	Wes	4/15/06
5. Nominations should be completed prior to the beginning of the year. Jackie was not present to discuss progress to date, so we will ask her to report on progress via email over the next two weeks.	Wes and Frances	12/20/05
6. Annelle will convene a meeting of the membership committee to talk about a plan to call about 180 past members who have not continued their membership. They will also discuss a plan to revise the membership brochure.	Annelle	1/20/06
Complete calls to lapsed members	area reps	1/31/06
7. Plans have progressed for the 2006 Winter meeting. funding appears to be in place. Madison has not yet committed to the 2007 meeting. Wes will attempt to clarify his situation. Jack volunteered NC as a back up if the Madison meeting does not materialize.	Wes	9/12/05

Other Discussion Points:

- Plans for the joint membership arrangement with Orthopsychiatry have been going slowly. Ken, Hunter and Andy will try to move this forward.
- There will be several openings for committee leadership in the coming year. Quality, Scholarship, Clinical Services will all need new Chairs.