

## **SDRME Executive Committee Meeting 11-02-08 in San Antonio during AAMC Mtg**

**Participants:** Judy Shea, Maurice Hitchcock, Elaine Dannefer, Linda Goldenhar, Nicole Borges and Linda Perkowski

### Procedures Manual Review (Elaine Dannefer):

There are no procedures for the appointment of the President of SDRME. There was general discussion regarding adding a requirement that a person must serve one year on the SDRME Executive Committee before becoming President. If no one on the Executive Committee wants to serve as President-Elect, the general membership could elect a person to become President-Elect. There was also discussion of allowing the President to serve 2 consecutive one-year terms.

There was discussion of the need to clarify the responsibilities of members of the Membership Committee. Separation of the role of dues collection from the committee seems dysfunctional; there was consensus to merge the dues collection with the Membership Committee to allow for a more accurate membership roster. This will eliminate the position of Membership Liaison; the duties of this position will be subsumed under the Membership Committee.

There was general support for a provision that would require all committees to meet at least once annually and provide a copy of the minutes of the meeting to the Executive Committee.

President Dannefer agreed to write a draft of these procedures for the Executive Committee to consider at a future meeting.

Treasurer's Report (Nicole Borges): As of November 1, 2008, SDRME had a total equity of \$39,121.82. The Checking Account balance was \$20,562.75. The Savings account balance was \$18,559.07.

### **Committee Reports:**

Chairs of the Membership, Nominations, Invited Review and International Committees were present at the Executive Committee to present written and oral reports of their committee deliberations. This is a new procedure for SDRME approved by the SDRME Executive Committee this past year.

Membership Committee Report (John Shatzer): While the committee is reviewing several people for membership no new members have been added to our roster since the summer meeting. Dr Shatzer invited new members to serve on his committee; he is particularly looking for someone in the East region of the US.

Sandy Cook reported that there are 5 people who have not paid their membership dues for 3 consecutive terms who thus need notifications their memberships would be dropped. She also reported that the current database for tracking dues and membership will shortly becoming full and needs replacing. Dr Dannefer asked Member-at-Large, Judy Shea, to review databases for a suitable replacement for our membership database.

The International Committee Report (Ann Frye): SDRME suspended dues from international members this past year. The committee has been working on a process to contact members to verify the accuracy of their contact information, the status of their eligibility, and their interest in continued membership. We currently have 11 verified international members; eleven others have not responded to multiple attempts to contact them. The committee needs at least one new member to replace a current member whose term will expire this year.

Nominations Committee Report (Les Sandlow): There is a need to clarify the responsibility of the committee in the Procedures Manual. Specifically, there is a need for a time-line for nominations. Les reports that there is a need to add someone to the committee as current members have served longer terms than allowed by currently approved procedures. Les also asked to be relieved of his chairmanship responsibilities when it is possible.

Invited Review Committee (Judy Shea):

Seven proposals were received and reviewed by the Invited Reviews Committee this year. The winner of the review was Jon Veloski who will receive \$4,000 for his research. Two other proposals were found to have merit and will receive partial funding (one- half the amount given to the winning proposal/\$2,000 each).

Submitted by Maurice Hitchcock 11-10-08