

American College of Veterinary Pharmacists Board of Directors Meeting

APPROVED Minutes

12/17/2024 10:30 AM Eastern Time (US and Canada)

Zoom Meeting

Present:

Brenda Jensen
Tom Magnifico
Brian Bowers
Alex Gochenaeur
Derrick Waller
Jay Phipps
Garrett Snowden

Gigi Davidson

Linda Cathey

Not Present:

Nick Smock
Randy Carr

Guests:

Natalie Young, Government and
Regulatory Affairs Liaison

Staff:

Terry Bondurant

A. Call to Order (Brenda Jensen) 10:31 AM ET

B. Roll Call (Brenda Jensen)

- 1) Recognition of Quorum (five voting members)

C. Approval of the Agenda Brenda Jensen

The agenda was approved by unanimous consent.

D. Approval of Minutes from 10/24/2024 Board Meeting

The minutes were approved by unanimous consent. Alex Gocheneur abstained due to absence from 10/24/24 meeting.

E. Treasurer/Finance Committee Report

Details of the Finance Committee report were filed online.

A motion to approve the Financial Committee Report was made from Committee, 2nd by Derrick Waller. The vote was unanimous. The motion passed.

F. Committee Updates:

1) Program Planning (Tom Magnifico)

a) VPC 2025

- i) Hotel: The Crescent Hotel has been secured for the VPC in Dallas/Ft Worth, Texas. Room blocks are open for registration.
- ii) Registration: will open February 1 at the same prices as 2024.
- iii) Speakers:
 - (1) One laboratory animal director speaker has been secured. A walking tour of the laboratory animal facility could be an associated VPC activity.
 - (2) An equine veterinarian has been identified as another possible speaker.
 - (3) An equine judge/equestrian speaker has been identified that could speak on drug rules in equine events.
 - (4) A tour of the Stockyards could be an associated VPC activity.
 - (5) A speaker at Alcon has been identified. Patrick Lester will reach out.
- iv) Exhibitors: Tickerworks has committed. Linda will continue to reach out to others.
- v) The exhibitor fee schedule was proposed as:
 - (1) Exhibit fee \$2000
 - (2) Welcome reception sponsor \$2000
 - (3) Name badge sponsor: \$1200
 - (4) CE Session Sponsorship: \$500/hr
- vi) Site Visit to the Crescent Hotel:
 - (1) Terry Bondurant described the benefits and costs of doing a site visit to the Crescent Hotel in DFW and estimated costs at \$500.
- vii) Chair-ity Walk:
 - (1) The board discussed having the Chairperson's charity walk again. Potential recipients were:
 - (a) The Bissell Foundation
 - (b) Charities recommended by the North Texas College of Pharmacy ACVP Student Chapter.

b) VPC 2026

- i) Brian Bowers presented the notes from a VPC 2026 meeting between himself, Alex Gocheneuer, and Tom Magnifico.
 - (1) Sites: the following sites were discussed:
 - (a) St. Louis, MO
 - (b) Salt Lake City, UT
 - (c) Houston, TX
 - (d) Columbus, OH
 - (2) Brian created a document outlining issues to be worked out for this collaboration that can be found here: https://docs.google.com/document/d/1-wzbJNt2xS0_2z_qa_KQ7vpKlvoQ3edm/edit. Board members were asked to review it prior to mid January before he meets with Tara Marmulak of SVHP again.

A motion to approve the Exhibit fee schedule was made from Committee, 2nd by Derrick Waller. The vote was unanimous. The motion passed.

A motion to approve \$600 to cover the cost of the site visit was made by Brenda Jensen, 2nd by Tom Magnifico. The vote was unanimous. The motion passed.

2) Student Engagement Committee (Brian Bowers)—report filed online

- a) Committee Membership:
 - i) 5 student members were selected from applications received
 - ii) The National Veterinary Pharmacy Kahoot competition will be in April 2025
 - iii) The Board discussed how to recognize inactive chapters and outstanding service chapters.
 - (1) Retain the inactive chapters on the ACVP website map—note in a color to indicate currently inactive
 - (2) Note the Outstanding Service chapters on the ACVP website map with a Gold Star to indicate Gold Star Chapter.

3) Education Committee Report-report will be filed on line when access to EC Chair is restored

- a) Webinars:
 - i) Dan Taylor’s webinar is accredited and scheduled for early 2025
 - ii) Randy Carr will be contacted to begin work on the Veterinary Pharmacists in the Zoo Webinar for 2025.

4) Membership Engagement Committee Report (Derrick Waller)

- a) Derrick asked if the listserv had capability for analytics. Google Groups is the platform and Gigi is the list moderator so she will follow up.
- b) Derrick solicited ideas from the Board for listserv content. Suggestions included:
 - i) Government and Regulatory Affairs Liaison report with redacted information regarding names of firms receiving regulatory actions
 - ii) Advertise Board Meetings and links to register. This will be handled through the vetmeds.org calendar.
 - iii) It was suggested that a regular cadence to the listserv content would be valuable to members.

5) Constitution and Bylaws Committee Report (Brenda Jensen)

- a) The edits to the C&BL were reviewed.
- b) More edits are required and will be presented at the next meeting.

6) Government and Regulatory Affairs Liaison Report (Natalie Young) Report filed online

- a) Natalie will redact sensitive information and post the G&RA Liaison Report on the ACVP listserv.

H. Old Business

1) Governance Committee:

- a) A committee will be appointed to work on this document and make recommendations to the Board.
- b) of particular priority is the wording around nominations and elections to note that “eligible members are nominated to be considered as a candidate”.

I. New Business

- 1) ACPE Joint Providership for 2025

- a) 11 RFQs were received
 - b) the 2025 ACPE Joint providership contract will be awarded to ACA.
 - c) Gigi will notify the other bidders of the Board decision to go with a company that best suited ACVP needs.
- 2) 2025 Budget:
- a) The Finance Committee will meet on January 23 and make final recommendations to the budget which may include:
 - i) \$600 for VPC site visit
 - ii) Rent and overhead increase requested by ACA.
- 3) 2025 Elections:
- a) The 2025 nomination/application schedules for VP, MALs, and Student Board member were proposed.
 - i) Saturday, February 1, 2025 — Nominations Open
 - ii) Saturday, March 15, 2025 — Nominations Close & Nominees submit Candidate Packet by March 30, 2025
 - iii) April 4 Board Meeting — Candidates Selected & notified
 - iv) Monday, May 1, 2025 — Ballots Distributed via e-mail
 - v) Friday, May 31, 2025 — Voting Closes at 11:59 p.m. CST
 - vi) July 2025 – Installation of Officers and Board Members at the Veterinary Pharmacy Conference, Fort Worth, Texas
 - b) The Board will review nominations and develop the slate on April 4.

J. Next Board Meeting January 24, 2025, 10:30 am eastern

Zoom: <https://ncsu.zoom.us/j/99621219174?pwd=C3JARR79skW7PZKQ967ailqASUM98H.1>

Future meetings:

March 10, 2025 12 noon ET (due to schedule limitations)

April 4, 2025, 10:30 ET—Elections Slate

K. Adjourn—Chair Jensen adjourned the meeting at 12:28 ET.