

American College of Veterinary Pharmacists Board of Directors
APPROVED Meeting Minutes 8/12/2025

A. Tom called the meeting to order at 11:04 a.m. CT

B. In Attendance:

Randy Carr - Treasurer	Tom Magnifico - Chair	Rob Hunter – Member at Large
Julia Annis – Vice President	Brian Bowers – President	Jay Phipps – Members at Large
Gigi Davidson – Secretary	Taylor Mitchell - Student Pharmacist	
Staff:	Terry Bondurant	Linda Cathey

Not Attending:

Alex Gochenauer – President Elect Nick Smock – ACA President

Tom welcomed Julia Annis, Rob Hunter, and Taylor Mitchell as new ACVP Board Members

The Annual Conflict of Interest Forms were sent out and have been signed and received. Tom will be reviewing them. Annual Conflict of Interest forms will be sent to all of the newly appointed committee chairs, liaisons, and delegates/alternate delegates. Tom will review them once all are received.

C. Randy Carr made a motion to accept the Agenda as presented with a 2nd by Brian Bowers.

The motion was carried

D. Rob Hunter made a motion to Approve the Minutes from 6/17/2025 & 7/16/2025 Board Meetings with a 2nd by Brian Bowers. **The motion was carried**

E. **Treasurer/Finance Committee Report** presented by Randy Carr. A motion to approve was made from the Finance Committee to accept the report as presented with a 2nd from Brian Bowers.

The motion was carried

F. Committee and Liaison Reports:

- 1) Program Planning Report – submitted (Tom Magnifico)
 - a. 2025 VPC Meeting
 - b. 2026 VPC Meeting – Providence, RI
 - c. A motion was made by Julia Annis to approve the date and location for 2026 VPC, request a contract and move forward with a site visit with a 2nd by Jay Phipps.
The motion was carried
 - d. Once the contract is received, the finance committee will review and approve the hotel contract..
- 2) Student Engagement Committee Report – Submitted (Taylor Mitchell/Brian Bowers)
- 3) Education Committee Report – submitted (Patrick Lester)
- 4) Membership Engagement Committee Report (Alex Gochenauer)
 - a. Fellowship Standards – need the Board to review. Linda will send a copy of what is on file to all Board members.
- 5) Code of Ethics Committee Report – (Randy Carr)
 - a. Ethics Document (**Approved 7/16/2025**) - Randy reported that the document has been posted for comment through August 31, 2025
- 6) Constitution & By-Laws Committee Report
 - a. Discuss new chairperson

- 7) Government and Regulatory Affairs Liaison
 - a. Tom recommends Erica Wassack as the new liaison

G. Old Business

- 1) Confirm Committee Chairs
 - VPC Planning – Tom Magnifico/Brian Bowers
 - Finance – Randy Carr
 - Education – Patrick Lester
 - Member Engagement – Alex Gochenauer
 - Student Engagement – Taylor Mitchell/Meagan Garza
 - Ethics – Randy Carr

Liaison & Delegates

- Government & Regulatory Affairs Liaison – Erica Wassack
- APhA Delegates – Gigi Davidson, Brenda Jensen, Catharina Brand (Alternate)

A motion was made by Brian Bowers to approve all committee chairs, Liaisons, and Delegates, 2nd by Randy Carr. **The motion was carried**

- 2) Governance Document/Policy & Procedures Revisions – import to begin working on this. This would be assigned to the Constitution & Bylaws Committee – **No action was taken**
- 3) Standing Committee Document Revisions - **No action was taken**

H. New Business

- 1) Board of Directors Polo Shirts - **tabled to next meeting**
- 2) Tom made a motion to add a new Committee – Industry Relations Committee, The motion was 2nd by Brian Bowers. **The motion was carried.**

Once a chair is appointed, and a committee formed, a charter and mission will be established by the committee and the Board

- 3) Board of Directors GroupMe – a motion was made by Randy Carr to approve creating a Board of Directors GroupMe, with a 2nd by Julia Annis. **The motion was carried.**
- 4) Meeting with Wedgewood – a motion was made by Rob Hunter for the Board approved a confidential meeting between Wedgewood's new leadership and Board members. 2nd by Brian Bowers **The motion was carried**

ACTION: The Chair will survey Board members for interest in creating a list of questions and for participation in the meeting. The meeting time and date will be negotiated by the Secretary

- 5) Discuss fellowship application, Katherine Raines (Mississippi State Vet School pharmacy) **tabled until after the Criteria for Fellowship has been developed.**

Next Board Meeting 10/14/2025 12 pm Eastern / 11 am Central

Rob Hunter made a motion to adjourn the meeting, 2nd by Brian Bowers.
The motion carried

The meeting adjourned at 12:56 pm Central

Submitted by Linda Cathey, Director of Member Services