

**American College of Veterinary Pharmacists Board of Directors Meeting  
Meeting Minutes - DRAFT  
10/14/2025**

A. The meeting was called to order by Tom Magnifico at 11:07 AM CT

**In Attendance:**

VOTING MEMBERS	PRESENT
Tom Magnifico	X
Brian Bowers	
Alexandria Gochenauer	X
Julia Haseltine	X
Randy Carr	X
Rob Hunter	X
Jay Phipps	X
NON-VOTING MEMBERS	
Gigi Davidson	
Taylor Mitchell	X
Hillary Howell	X

GUESTS	PRESENT
Triena Brand	X
Meagan Garza	
Brenda Jensen	
Patrick Lester	X
Erica Wassack	
STAFF	
Terry Bondurant	X
Linda Cathey	X

**B. Chairman’s Announcements** (Tom Magnifico)

- 1) Recognition of Quorum (four voting members)
- 2) Welcome new ACA President, Hillary Howell
- 3) Welcome new Committee Chairs/Liaisons, Meagan Garza, Erica Wassack
- 4) Welcome new APhA Alternate Delegate, Triena Brand
- 5) Conflict of Interest Documentation reviewed, and no issues identified.

C. Randy Carr made a motion to approve the agenda for today’s meeting, 2<sup>nd</sup> by Jay Phipps

**All were in favor**

**D. Approval of Minutes** from 8/12/2025 Board Meeting

Jay Phipps made a motion to approve the minutes from 8/12/2025, 2<sup>nd</sup> by Randy Carr

**All were in favor**

**E. Treasurer/Finance Committee Report** (Randy Carr) – submitted

Julia Haseltine made a motion to accept the Financial Report as submitted with a 2<sup>nd</sup> by Jay Phipps

**All were in favor**

**F. Committee Updates:**

- 1) Program Planning Report (Tom Magnifico/Brian Bowers) – submitted
  - a) 2026 VPC Meeting
    - i) Omni, Providence, Rhode Island, contract signed
    - ii) July 30 – August 1, 2026
    - iii) Reviewing the speaker compensation package
    - iv) Exhibitor/Sponsor registration should open 11/1. If you have any suggestions for exhibitors, send to Tom or Linda
    - v) Plan is to have speakers in place by year-end

- 2) Student Engagement Committee Report (Taylor Mitchell/Meagan Garza) – submitted
  - a) Revised Student Chapter Guidelines
  - b) Created a Chapter Affiliation Agreement form – the ACVP Board will review this form and will have to vote to approve the form before it can be used.
  - c) Revised the End of Year form and requirements
  - d) Working to update Chapter Officers by 11/1
  - e) Working on revising the Student Chapter Guidelines reference book
  - f) Student Engagement Committee member clarification – Does the Board have to approve new committee members? No, the committee can approve its own committee members.
  
- 3) Education Committee Report (Patrick Lester) – submitted
  - a) Webinar date is December 4, not October 4
- 4) Membership Engagement Committee Report (Alex Gochenauer) – submitted
  - a) Reaching out to previous committee members to verify interest in remaining on the committee
  - b) Working on finishing the Fellowship Guidelines
- 5) Code of Ethics Committee Report (Randy Carr)
  - a) One suggestion submitted
  - b) Meeting in November
  - c) Bring to the Board for approval at December meeting
- 6) Constitution & By-Laws Committee Report
  - a) Discuss new chairperson – **tabled to next meeting**
- 7) Industry Relations Committee
  - a) Discuss new chairperson – **tabled to next meeting**
- 8) Government and Regulatory Affairs Liaison Report (Erica Wassack) - submitted

#### **H. Old Business**

- 1) Governance Document/Policy & Procedures Revisions - **tabled**
- 2) Standing Committee Document Revisions - **tabled**
- 3) Board of Directors Polo Shirts

A motion was made by Randy Carr to no longer provide Board polo shirts with a 2<sup>nd</sup> by Jay Phipps. **All were in favor**
- 4) Fellowship application, Katherine Raines (Mississippi State Vet School Pharmacy) **tabled**
- 5) Meeting with Wedgewood Follow-up

Moving in the right direction  
Very positive meeting  
Gigi to provide more information at the December meeting

#### **I. New Business - None**

**J. Next Board Meeting** 12/9/2025 12 pm Eastern

#### **K. Adjourn**

Jay Phipps made a motion to adjourn the meeting, 2<sup>nd</sup> by Randy Carr. **All were in favor**  
The meeting adjourned at **12:09 pm CT.**

Report submitted by Linda Cathey, Director of Membership