

April 10, 2011 NCAVT Board of Directors and Executive Committee Agenda

Sandi Portilla's house.

Attendees: Executive Committee President: Amanda Dillard, RVT, President Elect: Kirsten Cromely, RVTs, Vice President: Beckie Mossor, RVT (by phone/conference), Treasurer: Sandi Portilla, RVT, NAVTA Officer: Anne Myers, RVT, VTS cardiology, Information Officer: Beth Green, RVT, Education Officer: Jasmine Walthour, RVT Secretary: Jeannie Losey, RVT, VTS Dentistry, and Recruitment and Retention Officer: Heather Sidari, RVT. From the Board of Directors: Jonathan Loftis, RVT, Gail Harrell, RVT, and Janice Moseley, RVT.

1. Introductions and explanation of positions for the new board members and old.

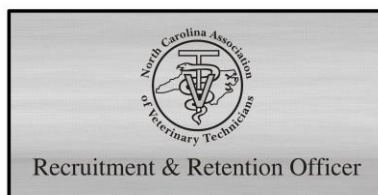
- a. Made sure that everyone has copy of ops manual.
- b. Going over the meeting issue with gas and location since we are all located in different parts of the state.
 - i. We will be reducing the in person meetings unless we have to such as for Tech week and the Spring and Fall conference.

2. Website

- a. Amanda will need a copy of the technician of the year nomination letter which Sandi will e-mail Amanda along with pictures from the day she went to Robins clinic to give her the award.
- b. Group pictures will be posted soon on the website. Vendors and donors will also be posted on the website.

3. Discussion on the need for universal identifying lapel pins for the board – total cost with shipping and tax = \$172.76

Example below – gold with black lettering & magnet backing-all voted to get the name tags.



4. Newsletter

- a. Will be done on adobe program. We will need to e-mail the articles to Beth.
- b. Went over the layout of the newsletter. All articles need to be sent to Beth by the end of Thursday 14th. Jeannie will mail out to members that have not provided us e-mail addresses.

5. Treasurer's report.

- a. The closing balance is \$16,000 but after all checks clear it will be 11,000.
- b. Sandi is still working on the books but will post them to the website when done.

6. Graduation dates, gifts & who will attend

- a. AB TECH is August 5th (time not known yet) on a Friday Heather and Kirsten will do.
- b. CCCC August 11th at 11am Beckie and Jonathan with the possibility of Heather.
- c. Gaston August 11th Jasmin will attend. Looking for a second person to attend with Jasmin.

7. Asheville CE

- a. October 8th is the date we are looking to do the fall conference. This is one week before Tech Week. JoEtta Newman now the director at AB Tech & will be the contact person for trying to get approval with the school. We may need to get Mig (CPA) to write a letter that our 501c is in process.
- b. We will be offering up to 6 hours of CE for \$50.
- c. Beth to send Jasmine information on speakers.
- d. Jasmin is contacting specialty clinic in Asheville for fall conference speakers and starting to call vendors to attend.

8. Assignments before the next meeting

Anne- NAVTA write up for the NCAVT changes and contact Dane for next year spring conference date, Beth-get newsletter out by the end of April. Jeannie will get with Kirsten for fall conference registration and will be mailing out newsletter to non-e-mail members, Amanda update website, nametags, get contacts for fall conference speakers, send letter to speaker of house and start calling companies to sponsor Tech week (NVTW), send pictures of executive board to Anne for NAVTA, Kirsten AB tech and working on Registration for fall conference, and Heather to write about the job fairs that she attended for the newsletter.

9. Tech week we need to start thinking about what to do and to give. Can we find a sponsor?

10. Letter of support to the speaker of the house.

- a. The NCAVT will be sending a letter recommendation for Jonathan Loftis for the open position on the Veterinary medical board.

11. Amanda will set up a yahoo calendar.

12. Discussion was started on starting an assistant/support position membership for the NCAVT.

- a. Meeting was ended with no decision made.

13. Schedule next meeting will be e-mailed out with a possible chat room meeting. Jeannie to check with NCSU's IT department to get a skype connection on a big screen in a classroom.