

North Carolina Association for Veterinary Technicians

2/21/10 at 2:30 pm at the NCSU-VTH

Minutes Prepared by Jeannie Losey (secretary)

Attendees: Amanda Dillard (President), Anne Myers (NAVTA Rep.), Jeannie Losey (Secretary), Jennah Bosch (Public Relations/Historian), Jonathan Loftis (President Elect), Heather Hopkinson (Recruitment and Retention Officer), Sharon Lord (Information Officer Elect), Beckie Dunn (Education Coordinator), and Janice Moseley (Information Officer).

Absent: Sandra Portilla (Vice President) and Gail Harrell (Treasurer).

Guest Technicians: Alissa from Knightdale Animal Hospital and Jessica from Animal Hospital at Brier Creek

1. Tax Id.
 - a. Amanda is working with the IRS to get our TAX ID number taken care of since the NCAVT has to move up to a different tax bracket. This will involve electronic renewals and possible audits every few years.
2. NAVTA Rep.
 - a. The NCAVT's NAVTA rep. must be a member of NVATA. It has been proposed that we should change the by-laws to include that the NCAVT will pay the membership fee for NAVTA. This will be voted on at the March 13th business meeting.
3. Website registration
 - a. Amanda's husband has been working hard to get the website registration for the Spring Conference up and going, unfortunately it has been a difficult task.
4. Conference Fax
 - a. Amanda has been working on a mass fax to all the hospital in NC, This will take several days since all the new practices will need to be programmed into the system.
5. Conference breakfast
 - a. Sweet tomatoes will need at least two weeks notice for the muffins they will supply for the conference
 - b. Panera bread will do 50 beagles with either coffee or cream cheese.
 - c. Caribou coffee we are still waiting to hear from if they can participate
 - d. Jeannie will contact Dr. Davidson to see if they would be able to donate coffee or the coffee makers if caribou is not able to help out.
6. Lecture theaters

- a. Anne will ask the IT staff at NCSU to make sure the lecture theaters are working and ready for the conference that morning.
7. Vendors
 - a. Everyone needs to follow up with their vendors to confirm if they will be at the Spring Conference.
 - b. Confirmed vendors are Eli Lilly, Arduus and Jorgenson.
8. Door prizes
 - a. Jennah will be dividing up the door prizes and there will be one door prize per lecture to be handed out after each lecture. No door prizes for the business meeting.
 - b. The tech of the year award will be presented with a \$100 gift certificate
 - c. Sharon will get the award plaques made at the Crown trophy.
9. Conference signs
 - a. Signs will be need to be made to direct the attendees to the North and South theater areas.
10. Set-up for Conference
 - a. The NCAVT board will be meeting on March 12th at 5:30 to start set up for the conference in the green commons.
11. Storage Unit
 - a. Storage unit is up for renewal. Jeannie will call the company to renew for the next year to pay in full.
12. Lecture notes
 - a. Lecture notes will be printed after March 1st to make sure we don't make too many copies.
 - b. At the business meeting it will be proposed that the meeting notes go digital and paper copies can be made on request.
 - i. Some digital formats proposed were CD, USB, and on-line availability for downloads.
13. CE approval
 - a. Becky has submitted to the Veterinary Medical Board for CE approval. She will hear back from them next week.
14. Fall Conference
 - a. More discussion on doing a one day CE in Ashville this fall since we were offered the use of the facilities at the college.
 - i. These would be lectures only with no vendors.
 - ii. This would also reach those technicians in the western portion of NC.

15. Veterinary Assistant program

- a. NAVTA is starting a committee to recognize Veterinary Assistant certification from different programs that they want to regulate.
 - i. The board discussed how we would respond if this was brought up at the business meeting in March. At this time NC does not recognize this certificate.

16. Conference business meeting agenda

- a. Awards, elections for open board positions: President elect, Recruitment and retention officer, Secretary, and Information officer (is now a two year term since information officer elect position has been terminated).