

SDRME Executive Committee Meeting

Conference Call

August 7, 2014 & August 14, 2014

Present: Carol Capello, Kimberly Hoffman, Maria Blanco, Jorie Colbert-Getz, David Cook, Allison Ownby (absent for 8/7)

Minutes recorded by Jorie Colbert-Getz (Secretary)

A. Feedback on 2014 Summer Meeting- Kimberly Hoffman

- Overall attendees were pleased with the hotel, but there were some differing opinions on amount of substance in sessions. With two days it is a challenge to balance programming content with networking opportunities. We will save the discussion about programming for later.

B. Fall Meeting/Reception- Kimberly Hoffman

- Membership Survey Data. Our survey indicated that 29 members could attend an SDRME meeting on Friday, Nov 7th. When the date was changed to Saturday the number of people able to attend the meeting/reception decreased significantly. The executive committee recognized the importance of networking opportunities afforded by the Fall Meeting. The executive committee suggested that we consider a Friday, Nov 7th meeting at a local restaurant. We will meet at McCormick & Schmicks on Wacker Street from 5-7pm on Nov 7th. The restaurant is a short walk from the convention hotel. We will distribute business minutes and limit discussion to pressing issues.
- The Executive Committee meeting will take place via conference call closer to the date of AAMC meeting.

C. Membership Survey on Preferences for 2015 Summer Meeting- Maria Blanco

- Location: There was a preference for ocean urban/suburban area, followed by cultural urban, then mountain. There was also a preference for ease of transportation so a remote location would not work for the majority of members.
- Date: There was a preference for mid-June, or late-June. The Executive Committee selected June 14th-16th or June 28th-30th. Maria will see if there are differences in prices for those dates.

D. Selecting the site for the 2015 Summer meeting- All

- *Pending*

E. Standing Committee Membership- Kim Hoffman

- Membership Committee: Hugh Stoddard has accepted his invitation to join the committee as the Southern Region representative.
- Nominating Committee: Kristi Ferguson has accepted her invitation to be the Chair. Many thanks to Summers Kailshman for her leadership of the nominating committee. Sheila Chauvin has accepted her invitation to join the committee as the Southern region representative. Kim is still waiting on a response for a Northeastern Region representative.
- As Larry Gruppen transitions his position, Nicole Borges has agreed to provide support for the Bi Annual Survey.

D. International Committee Follow up- Carol Capello

- Carol has arranged a lunch meeting at AMEE.
- Carol and Maria will explore listing SDRME as one of the national medical education associations of AMEE.

E. Communications Committee: Network Solutions- Carol Capello

- The organization still needs a permanent address to renew the SDRME domain name in 2015. The executive committee considered identifying an emeritus member as a contact person. This is a short-term solution so we will continue to explore options.

F. Invited Presentations Update- David Cook

- The call went out for 2015.
- Shelley Ross will present at the summer meeting in 2015. David will email the other awardees in October to determine when they will present to SDRME.

G. Fiscal processes review

- *Pending*

H. Archiving information

The executive committee has considered multi examples in challenges with continuity or information and achieving information since SDRME leadership transitions regularly. Kim and Jorie will draft options for consideration by the executive committee.

I. Invitation for ex-officio status

Kim will send an invitation to Mary Ellen Gusic (AAMC) in October

Parking Lot:

- Emeritus Booklet Update
- Membership Fee for International Members

