

## **SDRME Fall Business Meeting November 4, 2007**

The meeting was called to order and the minutes from the July, 2007 Summer Meeting in Park Cities, Utah were approved.

**2008 Summer Meeting: July 6-9, Grove Park Inn, Asheville, NC**  
(<http://www.groveparkinn.com/>)

### **Committee Reports**

Treasurer's Report (Sandy Cook): As of October 27, 2007, SDRME had a total equity of \$36,629.70. \$26,257.74 is in a checking account. \$10,371.96 is in a savings account with a 2.52% interest rate. The equity is generated primarily through membership fees (13,426.40). The reserve has been kept high because of recent events where the registrations did not cover the expenses.

Letters will be sent to members who have not paid dues for three years notifying them of their inactive status.

This year the first letter requesting payment of dues accidentally asked for \$350 rather than \$300. A follow-up letter noted the mistake. Those who paid the extra \$50 will not be reimbursed.

Linda Goldenhar has now assumed the duties of the treasurer.

### Membership Committee Report (John Shatzer):

The membership chair is responsible for moving names from inactive to active status in the membership database and notifying the executive committee of new member status. A new position called *membership liaison* is being proposed with responsibilities that include: sending notices regarding dues, updating the membership database, and collecting dues.

Three former SDRME members were approved for emeritus status by the membership: David Cook, Emil Petrusa, and Denny Hoban. Criteria for being approved for emeritus status includes: held SDRME office, no longer a director or retired, and was a member of SDRME for at least 10 years.

Members are requested to send names for new potential applicants for SDRME membership to John Shatzer.

Communications Committee Report (Jamie Shumway): The inaccuracies in the SDRME listserv will end on December 31, 2007 when we discontinue our use of WebCrossing. A new listserv ([list@sdrme.org](mailto:list@sdrme.org)) using the current membership database will be

maintained by HosTech. If you currently not getting listserv messages, please contact Jamie.

HosTech will give us a simple listserv as well as institutional memory. Kristi Ferguson and Boyd Richards have reviewed all data currently maintained on WebCrossing and identified critical information that needs to be archived.

The International Committee Report (Handout):

The International Committee currently has 2 members: Diane Heestand and Ann Frye (chair). We are in search of at least one additional member to begin an immediate 3-year term. Since the last committee report in July, the Committee has forwarded to the SDRME Executive Committee a recommendation for removal of the dues requirement for international members, to be replaced with a reasonable requirement for some non-financial interaction with the membership (e.g., responding to annual brief emailed questions about their offices' work). The rationale for the recommendation is that (1) for members in some developing countries the difficulty of arranging dues payment, regardless of amount, is a considerable obstacle, (2) the membership benefits accorded to international members are generally low-cost, minimizing the effect of the loss of income to the organization, and (3) the general SDRME membership would continue to benefit from expanded access to qualified international members.

#### **President's Report (Linda Perkowski)**

The following wording for the member-at-large position was approved and will be included in the procedures document:

**Duties of the Member-at-Large** (which, by the way, have not been "approved")

1. *To represent the interests of the general membership*
2. *To conduct projects that are congruent with the mission of SDRME (i.e., the invited reviews)*
3. *To accept duties as assigned by the President*
4. *To participate in planning of the fall business meeting and summer annual meeting.*

Out-going president Boyd Richards was presented with a gift in recognition of his contributions to SDRME during his tenure.

The members approved the new position called *membership liaison*. Sandy Cook will assume this role.

The treasurer and president will both have their names on the SDRME account (per SDRME past practice) to ensure timely access to the account should the treasurer be unavailable.

By the summer meeting, a committee led by Judy Shea will have a proposal for reinstating funding for reviews, and the membership committee will have a proposal

regarding membership rules for regional campuses and new programs within existing schools.

Discussion regarding the timing of the SDRME meeting at the AAMC annual conference resulted in a proposal to move the SDRME meeting from Sunday to Tuesday evening (6:30-8:00). Changes in the AAMC program have presented conflicts for Sunday evening and made it more likely that members will be available on Tuesday evenings.

Larry Gruppen presented the work of the committee charged with revising the annual survey. Members broke into small groups to work through the revised survey and reported back. Larry will integrate the various suggestions and submit the revised survey to the committee, who will submit it to the Executive Committee for approval. The intent is to implement the survey early in 2008 to cover the 2007 calendar year.

### **2007-2008 Executive Committee:**

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President

Elaine Dannefer, Ph.D. [dannefe@ccf.org](mailto:dannefe@ccf.org)  
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Past President

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Treasurer

Maurice Hitchcock, Ph.D. [hitch@hsc.usc.edu](mailto:hitch@hsc.usc.edu)  
Secretary

Judy Shea, Ph.D. [sheaja@mail.med.upenn.edu](mailto:sheaja@mail.med.upenn.edu)  
Member-at-large