

**Attending:** J. Shatzer, D. Heestand, D. Cook, G. Nowacek, A. Blue, K. Mann

**Regrets:** S. Chauvin

### **1.0 Minutes of the Executive meeting of July 12<sup>th</sup> at Digby Pines:**

These were accepted as circulated.

### **2.0 Membership:**

4 new members unanimously recommended: Sandy G Cook, UIC Pritzker; Elizabeth Moreno, Stanford; H. Jane Rogers, U. Mass; and Ros Woodhouse, Queen's. Five applications are progress. There are 26 potential applications that the membership committee is working on.

### **3.0 Biannual survey:**

Those members who have tried it, like the online format. The information is going directly into a database, which will automatically collate the data. In February, the survey will be sent to the entire membership. A reminder mechanism would be helpful. Respondents will have last year's data, and be required only to update or change data. The check boxes help with ensuring respondents check and confirm the existing information.

### **4.0 WebXing for the entire membership:**

George raised the question of how we might encourage the membership to use it as a discussion forum. A secure executive site facilitates discussion. The executive supported setting up an additional webXing opportunity for the membership at large.

### **5.0 Treasurer's report:**

George presented the report. There are still some dues outstanding, and a reminder notice will be sent. The ability to use a credit card, and the option for multiple year payments were selected by a number of members, particularly international members. George proposed that our spring meeting should devote a substantial amount of time to discussions of budget planning and priorities. David observed that there should be sufficient reserve to fund such unexpected occurrences as a cancelled meeting. At the moment, it seems appropriate to keep the reserve at about its current level (i.e., \$20,000). In the future, there may be opportunities to fund more than one review, or extend the COS contract beyond the pilot. Diane will take on the Treasurer's role by the spring.

### **6.0 Invited review:**

David thanked Diane for the Committee's work on the reviews. Diane was satisfied with the new process, and there were 7 submissions. Amy will be assuming this responsibility.

## **7.0 Community of Science:**

CoS is entering all of our members into the database. CoS is working on a "splash page" link between itself and SDRME. Funding opportunities for medical education may be an informative term to help members access the database. We have a two-year contract for 70 members at \$1800.

## **8.0 Chair of the International committee:**

Potential persons for the position to replace Gwendie Camp were discussed.

## **9.0 EC meeting, Spring, 2002:**

Dates and suggested locations have not yet been set. Asheville NC was suggested, along with some other locations. George will explore this further.

## **10.0 Summer meeting 2002:**

Robin is working on activities etc., at the Cascade in Vail. The link is already on the website. The meeting is July 6-10, 2002.

## **11.0 Summer 2003:**

Brownie has extended the invitation to the group to return to Santa Fe. The executive agreed that David should recommend this to the membership.

## **12.0 SDRME /GEA leadership development conference:**

The brochure has been mailed, and will be an agenda item for the Business meeting.

The meeting adjourned at 4:40 pm.

Minutes recorded by:

Karen V. Mann, PhD

Secretary, SDRME