

AVAA Board Members Teleconference call

Thursday October 8, 2015, 2:00pm EST

641-715-3580, Access Code 110-924

Attendees: Nancy Duran (President), Tina Penman (Acting Secretary & Treasurer), Christine Ulinski (Member-at-Large), Sean McClenney (Past President)

Absent: Rose White (Secretary), Denise Goforth (President Elect)

Guest: Dr. Lynn Henselman (Deputy Director, DoD Hearing Center of Excellence)

Quorum: Yes

Minutes

1. Welcome remarks – Nancy Duran (President)
 - Nancy Duran, President, called the meeting to order at 2:05pm EST. She welcomed Dr. Henselman to the call. The agenda was revised so new business came first because Dr. Henselman was slated to speak and she had another engagement at 2:30pm EST. For formatting purposes, the content of the minutes will remain embedded in the agenda items, and will not be listed in order of discussion.
2. September Minutes – Tina Penman (Acting Secretary)
 - Tina Penman, Acting Secretary, stated the AVAA balance listed on the September minutes was a typo. Rather than \$2,012.38, the balance was \$1,012.38. The September minutes were approved as corrected.
3. Treasurer's Report – Tina Penman (Treasurer)
 - Tina Penman, Treasurer, stated the current balance in the CHEP AVAA account is \$1,012.38. The current balance in the KIVA JDVAA account has been managed by Sean McClenney & Brandon Tourtillott (Military Audiology Association), the JDVAC 2016 organizers. Sean McClenney stated that Shay Williams (KIVA) will start sending monthly invoices from the Wells Fargo account and it would be the treasurer's role to spot check. Since the last meeting, the only payouts from the KIVA JDVAA account were the hotel and website.
 - AVAA membership dues have been sitting in the AVAA PayPal account. Unfortunately, CHEP is unable to accept a PayPal check made out to the "Association of VA Audiologists." CHEP can only accept checks made out to "CHEP". Also unfortunately, PayPal is unable to change the name on the check to CHEP. Options for pulling out the PayPal funds consisting of membership dues were discussed.

The only feasible option discussed was the possibility of creating an AVAA bank account and closing the CHEP account. The bank account would be in the name of the primary account holder, the "Association of VA Audiologists" (therefore, eliminating the PayPal check problem) and would ideally have two authorizing officials- the President and the Treasurer. Pros and cons were discussed and Dr. Henselman did not perceive this as a conflict of interest. A **motion** was placed by Sean McClenney to open a bank account for deposit of the AVAA dues. This motion was seconded and approved with unanimous consent via voice vote. Afterwards, it was decided that Tina Penman would present at

least two banking options at the next meeting. Ideally, both options should be a well-known nationwide bank since we have AVAA members nationwide. It was briefly noted that depositing “vendor funds” into this banking account may be perceived as a conflict of interest. This may occur if one day MAA and AVAA split the profits from JDVAC as decided at the JDVAA Business Meeting in Las Vegas (March, 9, 2014). However, everyone was in agreement that it is difficult to tell which profits were designated as registration profits versus vendor funds.

4. JDVAA (non-profit status) – Tina Penman (Treasurer) and Christine Ulinski (Member at Large)
 - Tina Penman noted she had the paperwork ready to go for JDVAA to pursue a non-profit status. She reminded the group this would require 1)- JDVAA board approval to consult with a non-profit attorney to review the paperwork drafted in 2012 and make sure non-profit laws haven't changed since then, and 2)- a fee to apply, more paperwork, time, and a lot of patience. If the group submits soon and if eventually approved, it's possible that JDVAA would not be able to reap the tax benefits of being a non-profit until JDVAC 2017. Sean McClenney noted he would organize a time with Brandon for the JDVAA board to meet, most likely in the evening. The other item to discuss on the next JDVAA board is the movement of the JDVAA funds from Wells Fargo with KIVA to Geneva.
5. New Business – Nancy Duran (President) and Dr. Lynn Henselman (DoD HCE)
 - AVAA opposition letter sent out
 - Nancy Duran and Dr. Henselman noted the AVAA opposition letter was sent to VA House and Senate Committees on Tuesday, October 6, 2015. All AVAA members received a copy of the opposition letter.
 - Dr. Henselman and Nancy Duran believe AVAA should evolve into a professional organization that becomes more engaged with legislation and interacts more freely with ADA, AAA, and ASHA. Membership should not be comprised of VA audiologists who are automatically members by default because that's how it's currently listed in the Bylaws, but should comprise of dues-paying members who believe in the mission of AVAA and wish to get more involved without fear of speaking too freely on the existing VA distribution list. The group was in agreement with this vision.
 - AVAA list serv
 - Because of perceived conflicts of interest and other federal government employee restrictions (Hatch Act), Nancy Duran was advised to create a listserv of AVAA members using their non-VA email addresses. Since this recommendation, Sean McClenney has created a listserv for AVAA members to sign up at the [AVAA website](#). Nancy Duran noted the list serv should be for only dues-paying members. It was emphasized that this new list serv is completely separate and independent from the VA and VA resources. Opinions would reflect the opinions of the authors and not of the government.
 - Changing bylaws
 - Nancy Duran shared a copy of the current AVAA Bylaws to Dr. Henselman. Dr. Henselman challenged the group to understand the purpose and goals of the organization and what AVAA's founders intended for the group. Did they want the group to become involved with advocacy? It was made clear that advocacy

is different than lobbying because lobbying typically involves paying a lobbyist to go to Capitol Hill to deliver a specific position on a piece of legislation. Dr. Henselman also recommended consulting with a non-profit attorney to review the current Bylaws and to get a legal opinion of what the organization can and cannot do as federal government employees and then incorporating those ideas into a revised version of the Bylaws. The Bylaws provide the governance structure for the Board and for the organization, so if advocacy is reflected and incorporated into the new revision of the Bylaws, then the group should be able to advocate as a whole and members should be able to advocate as individuals while staying safe and out of trouble. Other options for evolving the group could be the incorporation of educational and charitable causes. For example, offering scholarships to AuD students to attend JDVAC or donating dollars to other non-profit organizations.

- Nancy Duran emphasized the Bylaws should be changed to reflect that membership is acquired once paying dues. Tina Penman noted that 46 VA audiologists have attempted to pay dues via PayPal since January 2015 and that was just from a logistical change to accept dues via PayPal. The group was in general agreement that even more members would continue to pay dues and/or start to pay dues for the first time if the perks of membership were marketed in a meaningful way. Access to the list serv was anticipated to be the highlight of this new proposed membership.
- Nancy Duran asked for clarification on how the Bylaws would be changed. Tina Penman (fun fact: in the process of becoming a registered Parliamentarian) noted that changes to the Bylaws could be motioned at the AVAA business meeting at JDVAC 2016 in March. It was noted that quorum most likely would not be achieved at this meeting and Tina stated she would reference Robert's Rules of Order Newly Revised to reference a possible workaround of voting electronically. Alternatively, there might be the possibility of voting earlier than JDVAC 2016 if necessary, but the group may need that time anyway to do revisions and go through the approval process before presenting to membership for a vote.
- It was agreed that Nancy Duran and Tina Penman would start working on amendments to the current Bylaws. All proposed amendments should go through Dr. Beck and/or Dr. McArdle and be reviewed by an attorney that specializes in non-profits.
- ASHAs CAA – Christine Ulinski (Member at Large)
 - Christine Ulinski mentioned that AVAA audiologists should be aware of ASHA's [CAA Accreditation Standards Review](#). Audiologists are eligible to provide input on the summary of proposed changes by completing an online survey by October 26, 2015. This affects many VA audiologists who supervise students from AuD programs accredited by ASHA.

6. Old Business

- JDVAC 2016 – Sean McClenney (Past President)
 - Update
Sean McClenney noted registration opened Monday and the ACES process has been hopefully simplified through EES. A telehealth keynote had to cancel, but

has already been replaced with a hair cell regeneration keynote. Nancy Duran has the AVAA day set, Dr. Lynn Henselman has been heading up the field presentations, and Mary Kelly has been graciously taking care of all CEU information.

- Needs from Board
Sean McClenney confirmed no needs at this time.
- Newsletter – Rose White
 - Once the new non-VA list serv is in place, Nancy Duran noted her vision for getting the newsletter back up and running. Possible options for newsletter ownership were discussed- creating a historian position, creating a newsletter/publications committee, and other options. Pros and cons were discussed.

7. Open Forum

- Action List:
 - Sean- Setup JDVAA meeting
 - Tina, Nancy, and Dr. Henselman– Work on revisions to the Bylaws
 - Tina- Research at least two banks for next meeting
 - Tina- Send Sean the paperwork steps for JDVAA to become a non-profit
 - Nancy- Send out email to encourage VA audiologists to join non-VA list serv
 - Christine- Draft a blurb about the CAA revisions and send to Nancy

A motion was made to adjourn, seconded, and approved unanimously. The meeting adjourned at 3:05pm EST.

Next meeting :
Thursday, November 12, 2015, 2:00pm EST
641-715-3580, Access Code 110-924

Respectfully Submitted,

Tina Penman
Acting Secretary
November 12, 2015

Nancy Duran
President
November 12, 2015