

Minutes of ACAPT Board Retreat Minutes, April 14, 2020 - 04/14/20

Date and time: 04/14/20 10:30 am to: 04/14/20 04:00 pm

Present: Sandy Brooks, Barb Sanders, Mike Sheldon, Nancy Reese, Emmanuel John, Scott Davis, Mary Blackinton, Peter Altenburger, Mary Dockter, John Buford

CC: Susan Appling

Location: virtual meeting, day 2 of 2

Topics

1. Welcome and Introductions

Note Quorum was established

2. Treasurer's Report

Note Nancy Reese presented her Treasurer's report with the Board.

2-1. Investment Policy revision

Decision The Board approved the updated investment policy. The updated policy approved by the Board included the statement: "ACAPT will transfer no more than 40% of gains on investments to the operating budget on an annual basis. Transfers will occur only in years in which a gain on investments has been realized."

2-2. APTA Centennial

Decision The Board approved to support the APTA Centennial Scholars program for \$5,000.00. Details will be determined at the May 2020 Board meeting.

Decision The Board requested Sandy Brooks to explore possibility of becoming one of the \$10,000 sponsors of the Future of Physical Therapy Summit scheduled for September 13, 2020; contingent upon Future of Physical Therapy Education being one of the topics at the event.

Decision The Board approved the sponsorship of a table worth \$5,000 at the Centennial Gala at Washington National Cathedral.

Decision The Board approved support of the CPTA 2021 Rose Float Parade at \$500.00 level.

Decision The Board will reach out to some colleagues to develop trivia questions for the Centennial Founders Day events.

2-3. Non-dues Revenue Philosophy

Decision The Board reviewed the non-dues revenue. The Board approved a motion to set a target of increasing ACAPT's non-due revenue to 40%, over a 3-4 year period.

Decision The Board recommends setting up a limited number of member task force to work and brainstorm with Sandy Brooks on potential non-due revenues. Sandy Brooks will work on this and get back to the Board on recommendations.

2-4. Financial Reports

Note Nancy Reese presented the Financial Reports to the Board. ACAPT's finances are strong, with net asset at 827,000 as at March 31, 2020.

2-5. Finance Committee Meeting Minutes

Note The action items of the Finance Committee Meeting minutes pulled off the Consent Agenda was discussed, and addressed.

3. Roundtable Discussion Follow-up

Decision The Board reviewed feedback from members from the CSM Round table Discussions.

- ACAPT Honors Society: The oversight of the Honors Society will come under the purview of the Awards and Recognition Committee.
- Round table Format will be reviewed to allow a debrief of comments from all the tables/groups before end of the round table time.
- ELC Programming: The Board had previously taken action on ELC programming to modify format, and allow ACAPT priority offerings, and consortia presentations.
- Eleanor will work with John to develop a draft response as a follow up to the membership

4. Education

4-1. Proposed ELC Complimentary Registration Policy

Decision Jamil presented an ELC Complimentary Registration Policy to the Board. The Board approved the policy.

4-2. Proposed Memo of Understanding with PTLI

Decision Jamil presented to the Board a Memorandum of Understanding between ACAPT and PTLI. The Board approved the MOU. Once the APTE Board also approves, then, it will be shared with PTLI.

4-3. Update on the Clinical Reasoning Consortium's Symposium

Note Jamil presented an update to the Board. He informed the Board that the Clinical Reasoning Symposium has been rescheduled to 2021.

4-4. Planning for ELC 2020-2022 in the wake of COVID19

Note Jamil reported to the Board that the Program Committee is drawing up plans for alternate form of ELC meeting (virtual conference) in the wake of COVID-19 from 2020-2022. Decisions will be made in the near future on ELC 2020. April 17, 2020 or an extension to May 15, 2020 in case less than 70 abstract submissions were made by deadline.

- ELC 2021 is being planned for Atlanta, October 18-21, 2021. This will be confirmed once the Hotel contract is negotiated.

- ELCC 2022 is not designated yet, as a possibility to cancel 2020 ELC, so that 2022 will be held in Milwaukee, WI, instead

4-5. Educational Workshops Update

Note Jamil reported to the Board on the Educational Workshops.

5. House of Delegates Motions

Decision Mike Sheldon presented to the Board, House of Delegates motions that are relevant for ACAPT Board's attention. Nancy and Mary will respond to an HOD motion thread to clarify intent of ACAPT's letter to Institution leadership.

6. Strategic Plan Review

Note John Buford presented to the Board a review of the current Strategic Plan and current status of implementation of goals and strategies.

7. Next meeting, and Other Items

Decision The Board will hold a Board Meeting in May, 2020. Sandy Brooks will send out a Doodle poll. Board Meeting for June Meetings around NEXT schedule: This will be confirmed close to the date. Wednesday, June 3 from 1:00-5:00pm (Central) and Thursday, June 4 from 7:00-9:30am (Central)

Note Sandy reports to the Board that plan is ongoing on shared leased space with the Academy of Pediatrics. The Board will be updated in the future.

Decision Sandy and Mike will work on by-law changes along with the Reference Committee.

Note Board members are to review Nancy's draft letter to CAPTE, and give her feedback in another day, latest.

8. Adjourn