Minutes of May 9, 2019 Minutes Board Agenda - 05/09/19

Date and time: 05/09/19 08:00 am to 05/09/19 09:30 am

Present: Sandy Brooks, Barb Sanders, Mike Sheldon, Nancy Reese, Emmanuel John, Mary Blackinton, Scott Ward, John Buford, Jim Farris, Scott Davis

CC: Susan Appling, Scott Burns

Location: conference call

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<th>Topics</th>
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1. Welcome and Introductions

1-1. Establishing a Quorum

   - Note: quorum established
   - Absent: Scott W., Mike, Emmanuel

1-2. Conflicts of Interest

   - Note: no conflicts identified

1-3. Antitrust Compliance Guidelines

   - Note: the board was reminded of the antitrust compliance guidelines

2. Consent Agenda

   - Decision: The consent agenda was approved

3. Treasurer's Report

   - Note: Nancy reviewed the reports with the board

   3-1. Support for the Foundation4PTResearch Awards Luncheon

   - Decision: the board approved to sponsor the luncheon this year at $5,000

4. Board Retreat Follow-Up

   4-1. Minutes

   - Decision: decision to approve the board retreat minutes tabled - incorporate more detail and bring back to the meeting at NEXT

   4-2. Mission-Vision re-write
4-3. ACAPT’s Strategic Plan & Strategic Influence

**Decision** post the revisions to the Board Hub for feedback and include the final recommended language on the board meeting agenda at NEXT for final vote

4-4. CSM Roundtable Responses

**Decision** poll the board in order to prioritize the plan; identify board members who will serve as champions of each prioritized item; assess measurables and timelines

4-5. Decision Tree

**Decision** The board approved the document and revisions for dissemination via the ACAPT newsletter

**Decision** Once the mission and vision re-writes have been approved, update the decision tree and consider it approved for use

5. ELP Update

**Decision** the board reviewed the ELP draft agenda, attachments, and agenda with no objections

5-1. ELP Representation

**Decision** John Buford has been appointed as the representative to replace Scott Ward and can begin attending immediately until the transition is formal in June 2019

6. Appointments

**Decision** appointment policy revisions approved

7. Update from Consultants

**Note** the board discussed the information provided with no further action necessary at this time

8. Criteria for Excellence Mtg Update

**Note** the board reviewed the agenda and discussed the meeting plan

9. Booth Support at NEXT

**Decision** board members to review the exhibit hall schedule and send Sandy the dates/times in which they would be willing to be at the booth

10. Election Results

**Note** Election results were shared with the board
11. New Business

Decision: Jeff Rosa has agreed to serve as a member/liaison the National Registry Task Force. John to follow up with Sandy regarding next steps.

12. Upcoming Meetings

Note: June 12 - 1:00-5:00pm ACAPE Board Mtg at NEXT (location tbd). Lunch will be included
June 13 - 7:00-9:30am ACAPE Board Mtg at NEXT (location tbd). Breakfast will be included
June 13 - 7:30pm- Midnight - Foundation for PT Gala - ACAPE has a table (see attached attendance)
June 15 - ELP meeting 8am-1pm (location tbd)

RSVP_list.xlsx

Decision: poll board to determine who can attend the Foundation luncheon

13. Future Deadlines

Note: May 25 - ELC clinical scholarship application site closes
June 3 - agenda items due for ACAPE board meeting at NEXT on June 12 and 13
July 1 - agenda items due for ACAPE board call on July 11
June 15 - ELC registration opens
July 29 - agenda items due for ACAPE board call on Aug 8
Aug 1 - deadline for motion submissions for the board review on Aug 8

14. Notes

Note: Known dates when Sandy will be out of the office:
May 25-June 2: a fully unplugged vacation
June 26-28: ASAE Executive Leadership Forum in Quebec
Oct 31-Nov 2: ACAPE booth at NSC

15. Adjourn

Note: meeting adjourned at 9:20am