

North Central Chapter of the AAPM Spring Meeting – Business Meeting Minutes 2024

Business meeting 12:31pm 04/05/2024

Mayo Clinic, Rochester, MN

Full members present (in no particular order): Ashley Tao, Wesley Culberson, Gemma Davies, Daniel Gomez Cardona, Zac Labby, Mark Towsley, Larry DeWerd, Ahpa Plypoo, Beth Schueler, Alisa Walz-Flannigan, Clara Ferreira, Joseph Moore, David Paulu, Jon Kruse, Andrew Jensen, Alison Arnold, Jennie Crosby, Michael Lawless, David Albani, Ngoneh Jallow, Abby Besemer.

Meeting called to order by Ashley Tao at 12:31 pm

1. Review of minutes from fall 2023 business meeting. Mark Towsley proposed motion to approve minutes as printed on NCC-AAPM website, seconded by Larry DeWerd. All members present in favor.
2. Ashley Tao presented the results from the Spring 2024 elections. Following the conclusion of the business meeting the new President-Elect is Jennie Crosby of UW-Madison and the new Secretary-Treasurer is Ahpa Plypoo of Ascension, Appleton and Oshkosh.
3. Gemma Davies presented Secretary-Treasurer report. Slides are attached at the end of these minutes, including the budget for 2024. The budget for 2024 proposed the \$6000 funding of an AAPM DREAM (Diversity Recruitment through Education and Mentoring Program) fellowship and was discussed by the members. The proposed budget, including funding for a DREAM fellow, was unanimously approved by the members. An increase in Corporate Sponsorship dues was also proposed from \$225 to \$300 to take effect in 2025. This was also unanimously approved by the members. It was also discussed that meeting fees may need to be increased for members from \$20 to \$30 but this does not require a vote, this was simply brought to the members' attention for future NCCAAPM meetings.
4. Ashley Tao presented the results of the financial audit, performed by Jill Shuman of Marshfield Clinic and Mike Jarrett of Bellin Health. A couple of minor discrepancies in documentation were found, which are now resolved.
5. Wes Culberson presented the AAPM board representative report, slides of which are attached at the end of these minutes.
6. Ashley Tao presented a few items for the attention of our members:
 - Constitution, Bylaws and Rules are now updated and filed with the State of Maryland, officially updated in October 2023.
 - The new website is now live: www.nccaapm.org
 - The chapter has nominated John Wochos for AAPM Fellowship per Spring 2023 motion by Bruce Thomadsen.

- All chapter records have been digitized per the vote held at the Fall 2023 meeting. Records are all available on our NCC-AAPM Google Drive for any members that wishes to view.
- Fall 2024 meeting will be held at UW-Madison with a provisional date of 11/8/2024. This will be a joint meeting with the North Central Chapter Health Physics Society.
- Attention was drawn to the Artificial Intelligence for Clinical Medical Physicists Specialty session on July 20th, 2024 in LA at AAPM 2024 as requested by one of our members, due to AI featuring heavily in our spring meeting 2024 program.

Meeting adjourned at 13:08



AMERICAN ASSOCIATION
of PHYSICISTS IN MEDICINE

NORTH CENTRAL CHAPTER

Secretary/Treasurer Report

2024 NCCAAPM Spring Business Meeting

Friday 5th April 2024

Rochester, MN

Gemma Davies

University of Wisconsin-Madison

Annual Financial Report 2023 filed to AAPM HQ

Income:		
Dues	\$ 4,830.00	AAPM remittance
Meeting/Seminar Registration fee	\$ 1,340.00	Spring/Fall meeting regs inc CAMPEP
Sponsorships	\$ 6,725.00	Annual dues and night out additional
Interest/Dividends	\$ 13.58	
Total Income	\$12,908.58	
Expenses:		
Salaries & Benefits		
Travel	\$ 1,468.36	Travel expenses for invited speakers at fall meeting
Printing	\$ 420.23	Night out poster x 2, chapter history poster and bingo cards
Supplies	\$ 38.84	Bingo stickers & perspex stands
Food service	\$10,697.16	Catering at spring and fall meeting
Marketing & Promotion	\$ 2,093.12	Website
Rental expense	\$ 250.00	Room rental at fall meeting
Audio Visual	\$ 1,530.27	AV rental at fall meeting
Other/Miscellaneous Expense	\$ 1,000.00	Early-Career Investigator, MedPhys Slam and vendor bingo prizes
	\$ 337.52	Eventbrite Fees
	\$ 104.66	PayPal Fees
	\$ 870.00	CAMPEP
	\$ 456.13	50th anniversary pens and mugs
Total Expenses	\$19,266.29	

SUMMARY 2023

Income: \$12,908.58

Expenses: \$19,266.29

Deficit: \$6,357.71

Corporate Sponsorship Summary

Year	Annual Sponsorship	Night Out Sponsorship	TOTAL
2024 (YTD)	\$4,725 (21 vendors)	\$1,000 (4 vendors – Spring only)	\$5,725
2023	\$5,175 (23 vendors)	\$1,550 (3 spring, 2 fall)	\$6,725

NCCAAPM Balance Sheet (4/5/2024)

Location	Balance
Checking	\$22,841.48
Savings	\$28,559.39
PayPal	\$0
Cash	\$100
BALANCE	\$51,500.87

Proposed Budget 2024

Income:	2023 Actual	2024 Proposed
Dues	\$4,830.00	\$5,000.00
Meeting/Seminar Registration fees	\$1,340.00	\$1,400.00
Sponsorships	\$6,725.00	\$7,000.00
Interest/Dividends	\$13.58	\$20.00
Expenses:	2023 Actual	2024 Proposed
Printing	\$420.23	\$250.00
Supplies	\$38.84	\$75.00
Food service	\$10,697.16	\$8,000.00
Marketing & Promotion (website, pens, mugs)	\$2,549.25	\$500.00
Rental expense (conference venues)	\$1,780.27	\$0.00
Early-Career Investigator prizes	\$1,000.00	\$1,000.00
Eventbrite Fees	\$337.52	\$500.00
PayPal Fees	\$104.66	\$150.00
CAMPEP	\$870.00	\$1,000.00
AAPM Board Representative expenses	\$0.00	\$1,000.00
Invited Speaker expenses	\$1,468.36	\$1,000.00
DREAM	\$0.00	\$6,000.00
Excess or Deficit:	(\$6,357.71)	(\$6,055.00)

- Budget includes chapter sponsoring AAPM DREAM fellowship (Diversity Recruitment through Education and Mentoring Program)

Proposal: NCC-AAPM dues increase

Category	Current	Proposed	Approx revenue gain
Full member meeting	\$20	\$30	\$400 (20 mem, 2 mtgs)
Corporate sponsor annual	\$225	\$300	\$1650

No increase in member annual dues since 2018 (\$20 to \$30), and no increase in Corporate Sponsor dues since at least 2011, maybe before (AAPM started collecting dues in 2011)

Chapter Representative to the AAPM BOD Report

- Since the last NCCAAPM meeting, the AAPM Board of Directors met once.
 - Fall Virtual AAPM BOD Meeting - November 16-17, 2023
 - Dan Bourland acting as chairman of the board presided over the meeting.
 - Notable items
 - Financial report indicated 2023 budget included \$1.4M deficit. On track for \$1.0M deficit in 2024
 - Reserve target is \$15.4M, but is currently \$15.0M. OK, but not ideal
 - 2023 Annual Meeting had net positive revenue, and greater than anticipated gain.

Chapter Representative to the AAPM BOD Report

- Report from Ad Hoc Advisory Committee on New Science (AHNS) - Jim Dobbins - committee charged to look “forward” and provide additional areas that AAPM should look in the future.
 - Computation-driven medicine
 - Molecular-driven medicine
 - Deepening reach into other areas of medicine (surgery, cardiology, neurology, immunology, etc.)
- Two motions were passed, which approved the AHNS to put together a formal proposal, and for EXCOM to start working on creating a staff position to help.
- Some discussions on the price tag of \$2M over 5 years and whether or not we want to spend that much money. It was assured that this was not a vote to spend money. Also discussions on whether or not the second vote was putting the cart before the horse of vote one. Both passed.
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Chapter Representative to the AAPM BOD Report

- Spring in-person meeting was converted to virtual to save some money.
- Science Council Motion: A vote to create the Medical Physics Institute (MPI) was approved. There was some resistance on COI, but overall it had support.
- A motion by International Council on creating new fundraising accounts was voted down. Mostly due to the motion needing to be clearer, not for any fundamental reason.
- A motion to form a new group named “Subspecialty Credentialing Committee” was proposed.
- A motion to move all AAPM online group meetings must be conducted using AAPM’s official meeting platform was approved.
- A motion to require all AAPM groups to create two reports per year was approved.