

Minutes of the Aerospace Medical Association 89th Annual Business Meeting

Tuesday, May 8, 2018, Hilton Anatole Hotel, Dallas, TX



Martindale



Sventek

Call to Order (Martindale) A quorum for the meeting was established at 12:11 p.m. on Tuesday, May 8, 2018. Dr. Valerie Martindale, President, called the meeting to order.

In Memoriam (Martindale): The president asked attendees to pause to remember those members who passed away this year.

Recognition of Past Presidents (Martindale): Dr. Martindale invited the Past Presidents of AsMA to rise.

Report of the President (Martindale): This year's business meeting is only 1 hour long, which allows you to go to committee meetings and learn about committee activities. You can also attend poster sessions on the committee activities, however, we will only present those activities at this meeting that are required by the bylaws in order to save you time.

We have collaborated with International Academy of Aviation and Space Medicine and European Society of Aerospace Medicine this year more than ever. We have several joint meetings in the planning stages and our meeting in 2017 was a success. It will help us to provide more outreach to others around the world.

BasicMed implementation occurred in the past year in the U.S. after the Pilots' Bill of Rights Passage. We need to be active in educating the general medical practitioners who may be called upon to make fitness to fly decisions. We are working with AOPA to get this done.

Report of the Executive Director (Sventek): "Madam President, officers, and members of the Aerospace Medical Association, it is my pleasure to report that this past year was extremely active and highly successful. I especially want to recognize all who volunteered this past year to help move the Association forward. Thank you for your continued strong support of the Aerospace Medical Association. I'd also like to recognize the Headquarters Office staff and our journal independent contractors. They work hard every day to provide a high quality scientific journal as well as outstanding customer service and administrative support to our members.

AsMA membership seems to have stabilized at around 2,000 paid and active members. As of this report, AsMA membership total 2,009. The Vice President of Member Services designed a post card and asked the AsMA Staff to send out to all who had allowed their membership to lapse in the previous year. The post card was designed as a reminder to those who may have forgotten to renew their AsMA membership and as encouragement to those who may have allowed the memberships to lapse but wanted to rejoin. As a result of this post card mailing, AsMA returned approximately 12 members. Other ideas for improving membership renewals and increasing memberships are being discussed for 2018.

As of this morning, total registration for this meeting is 1,445, compared to 1,506 at the same time for the 2017 meeting. Of that total, 1,324 were registered in advance of the meeting and 121 attendees registered here on site. This represents a decrease of 61 attendees or 4% below the 2017 meeting in Denver. Revenue from our Annual Scientific Meetings represents a large portion of our annual operating budget.

AsMA Executive Committee approved the expenditure of \$9,400 for a one-year subscription to Survey Monkey Apply. This new application offered scholarship and award applicants an online system for submitting their applications and required documentation. Survey Monkey Apply also allowed AsMA to assign reviewers for each scholarship and award who were automatically notified when a new scholarship or award application had been submitted. Reviewers were able to view the applications and uploaded documents online and score the scholarship or award application online. Working with the AsMA HQ Staff, all scholarships and AsMA awards were reviewed and decided digitally rather than via PDF files. Feedback from applicants and reviewers indicated the Survey Monkey Apply system was much better than the cumbersome process of sharing PDF files. The Survey Monkey Apply system did offer some challenges though. As a result, I have been in contact with another company, OpenWater, that offers a similar system. The OpenWater system could be used for AsMA awards, scholarships, scientific abstract management, and to replace the very cumbersome AsMA Fellows form. Pam Day and I have both received demonstrations of the system and we have both communicated with similar associations that have been using the OpenWater platform. Based upon our review of the OpenWater system, we recommended the AsMA Council approve the \$13,000 expenditure.

As a 501(c)(3) charitable organization, the Aerospace Medical Association may solicit for donations as part of its operations. AsMA is registered to operate within the Commonwealth of Virginia but has members in nearly every U.S. state. Each state within the U.S. has different requirements for soliciting donations from their residents. Most exempt charitable organizations that operate under Section 501(c)(3) of the Internal Revenue Service can solicit donations without registering with the state as long as those solicitations are only applied to members of the Aerospace Medical Association. A few states required 501(c)(3) charities to register with the state and annually report solicitation activities even if those solicitations were limited to AsMA members. I am pleased to report that AsMA has applied with all of the states requiring registration and we have been approved by most.

Finally, I am required to report the Aerospace Medical Association financial status for 2017. I will leave the details to our Treasurer to explain but I am pleased to report that our 2017 financial records completed a full audit by Gross Mendolsohn & Associates, P.A. on April 26, 2018. According to the Audit Report, "The financial statement disclosures are neutral, consistent, and clear. We encountered no significant difficulties in dealing with management in performing and completing our audit. For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit."

GOVERNANCE (Vermeiren):

Nominating Committee (Scarpa): Kris Belland provided the slate of officers for vote: President-Elect, Hernando "Joe" Ortega; Vice Presidents: Jim DeVoll and Charles DeJohn; Treasurer: Nareyda Sevilla; and Members at Large: Cheryl Lowry, Peter Lee, Patricia MasSparran, and Eduard Ricuarte. The slate of officers was accepted unanimously.

Bylaws Committee (Baisden): No Bylaws changes this year!

Treasurer's Report (DeVoll): We are very fiscally solvent. The data from this report is taken from our CPA, Susan Barnes, who does a wonderful job providing statements throughout as well as from UBS Financial Services.

For the past year, our net income was \$117K excess profits, highest total net ever, but more expenses within budget. This includes revenue but also includes depreciation and potential value of assets, not just liquid assets.

For 2017, our ordinary income was \$125K with excess profits/excess ordinary revenues exceeding performance since 2010. This number does not include potential value and potential loss, only real assets. This is income versus expenses

For the past several years, we have experienced profitable Annual Scientific Meetings. Our income for the 2017 Annual Scientific Meeting was \$460K.

We had losses in the area of membership general revenues and for the journal general revenues. However, these are offset by the revenues generated by other activities and they are part of the organization's core as a scientific association. They are well managed by the home office.

Our reserves have been largely managed through our investment firm -- UBS Performance. For 2010, our investment portfolio baseline was \$649K. For 2017, we had \$906K in our UBS portfolio. Since 2010 we have contributed a net of \$55K to the portfolio. Overall we have experienced a consistent growth at 6% or greater per year.

Bottom line for AsMA earnings -- in 2014 we had a \$82K net gain, in 2015 it was \$113K, in 2016 it was \$155K, and in 2017 it was \$117K. Including our building and UBS assets, our total estimated reserves are between \$2.56M and \$3.81M

Our original strategic financial goals have been met, but the ExCom and the Council are looking at future strategic goals. Our investment strategy is good now, especially within concerns from the current market. We have matured our financial management system to be consistent with the activities of the Association.

REPRESENTATION AND ADVOCACY (Alex Garbino):

Resolutions Committee (Boyd): We have sent out 5 resolutions this year for review. They have gone forward for voting to the general membership.

EDUCATION AND RESEARCH (DeJohn):

Science and Technology Committee: For anyone interested in the gap analysis project, we have ongoing meetings, but had our first general meeting yesterday

History and Archive Committee: AsMA archives have been determined to stay at Wright State University by the AsMA Council.

Education and Training Committee: "This is Aerospace Medicine" slides are now updated and will be on website shortly. The committee also created information on the BasicMed program and will be posted on our website by the communications committee.

MEMBER SERVICES (Dalitsch):

Corporate and Sustaining Committee: brought on several new corporate members this year.

Membership meeting will take place after this meeting in the Emerald room.

Awards Committee: Jeff Myers is handing it over to Cheryl Lowry.
INTERNATIONAL SERVICES (Vermeiren for Volker Damaan): We are on track for the next joint ASMA/ESAM scientific program in Prague in Sept. We are working on the 2020 Paris joint meeting. We will likely have ICASM/ESAM/ASMA as well as the French Association joint meeting as the first truly international meeting.

Report of the AsMA Foundation (Broadwell): The Foundation manages donations to provide grants and scholarships. The Foundation is growing nicely -- \$408K in the fund. Some open, but most money directed at specific scholarships and activities. This combined with donations made it possible for two recipients of the Anita Mantri Ph.D. Memorial Scholarship. We provided a budget for the annual Trumbo Run/Walk.

Old Business: None

New Business: None

Adjourn: The meeting adjourned at 12:51 p.m.

Jeffrey C. Sventek, M.S., CAsP, Executive Director
Brian Pinkston, M.D., Secretary



Dallas Skyline from Reunion Tower. Photo by Pamela C. Day