

# Minutes of ACEWM Board Meeting - 05/15/18

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**Date and time:** 05/15/18 08:00 pm to: 05/15/18 09:30 pm

**Present:** Dimitrios Kostopoulos, Karen Gibbs, Rick McKibben, Lisa Cabral, Dimitrios Kostopoulos, Melissa Johnson, Elaine Armantrout, Matt Hyland, daryl.lawson@wmich.edu

**Absent:** karkay98@gmail.com, Karmen Weinzirl, Weiqing Ge, mohinirawat@gmail.com, ivy@affinity-strategies.com

**Location:** Conference Call

**Link:** <http://app.meetingking.com/meetings/245928>

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## Topics

### 1. Reminders

**Note** ACEWM Board meeting:  
Call in to the meeting at 1-888-394-8197.  
The passcode for everyone is 481130#

#### 1-1. WEBSITE REVIEW

**Note** May: Daryl Lawson  
June: Dimitrios Kostopoulos  
July: Elaine Armantrout  
August: Weiqing

**Note** What specific suggestions and recommendations you have to improve the website and make it of real value for our members?

#### 1-2. SIG Calendar Updates

**Note** May - EDXSIG  
June - BPASIG

**Note** Please include progress towards the goals of the strategic plan.

#### 1-3. State of the Academy Report

**Task**  Please committee chairs, submit your 6-month activity report by May 15, 2018 to the Communications Chair Teresa Bachman (tbachmanpt@gmail.com )

*due 05/15/18*

#### 1-4. Committee chairs to join BOD meetings and give status report

**Note** a. Teresa Bachman - July  
b. Mohini Rawat - August  
c. Greg Ernst - September  
d. Karmen Weinzirl – October  
e. Deborah Wendland – November  
f. Weiqing Ge - December

## 2. Attendance

**Note** Recorded at the Attendance feature of MeetingKing

## 3. Approval of Minutes from Previous Meeting (8:00-8:05)

**Note** Minutes for Approval

 [ACEWM\\_MINUTES\\_04-2018.pdf](#)

**Decision** Minutes of Last meeting Approved!

## 4. Consent Agenda (8:05-8:10)

**Note** If you like to move any of these items from the Consent Agenda to the Business Agenda from Discussion please let the secretary know. dimi@handsontpt.org

### 4-1. Website Review Document

**Note** Please Review Website and Offer your Comments for Improvements as per attached document

 [Website\\_Review-1.docx](#)

**Note** Dimi and Lisa elaborated in what is needed and wanted from the website reviewers every month

### 4-2. Updates from our Academy President

**Note** This is the monthly update from ACEWM President

 [Presidents\\_Update\\_May\\_2018.docx](#)

### 4-3. Report From: Lisa Cabral, ACEWM VP on House of Delegates Updates

**Note** 4 motions co-sponsored; things moving along with good conversations and very good feedback incorporated;

 [May\\_2018\\_HOD\\_Consent\\_Agenda\\_report.docx](#)

### 4-4. APTA - Federal Advocacy Forum

**Note** APTA - Federal Advocacy Forum

 [FAF\\_2018\\_Summary.docx](#)

## 5. Treasurer's Report (8:10-8:15)

**Note** Please find the financial report for March 2018 with supportive documents.

Also, a couple of items to discuss under new business.

1. FAL (Federal Affairs Liaison) Representative. APTA funds this in alternating odd years. Melissa was apparently slotted to attend this year, but I do not recall the details of discussion other than we collectively agreed we should have a representative. There is not a line item allotted for this funding in our travel budget, but recommend that be where it is drawn from. I have not submitted travel from CSM and will offer to forego the difference in my reimbursement to accommodate this year.

2. Reserve Funds. There are earmarked funds within our Vanguard Money Market that were set aside as reserve EDX funds. As of 3/31, there was \$9,620.62 in that fund with another \$23,951.99 account that was to be a Board Designated Reserve Fund. Neither of these funds 'have a name' and APTA accounting would like to name them accordingly for ease of accounting. These monies are listed as 'Other Assets' on our Statement of Financial Position. From history, the EDX fund has not yet been touched and emergency funding (possibly for the FAL item above, ABPTS funding of WM Specialization as examples) have been paid from our checking account and then deducted from the Board Designated Money Market. My suggestion is that we name the reserve funds for EDX as 'EDX Reserve Fund' and the other monies for board approved expenses the 'Board Designated Reserve Fund'. The EDX Sig is being transferred monies from ACE and we should have better suited and understandable asset account names so that we know where our monies are and what they represent. There were \$500 in payments (March/April) to Brooke Simmons for WC ABPTS which was paid from the general checking. With approval of the BOD, these monies would otherwise come from Board Designated Reserve Fund to unrestricted net asset for accounting purposes with each of these funds most comfortably being 'moved' from Reserve to Net Assets.

 [ACEWM STATEMENT OF FINANCIAL POSITION - MARCH 2018.pdf](#)

 [ACEWM STATEMENT OF ACTIVITIES - MARCH 2018.pdf](#)

 [ACEWM Financial Report March 2018.doc](#)

 [ACEWM Budget vs Actual- 1st Quarter ending March 31 2018.xlsx](#)

**Decision** Motion to Rename the 2 unnamed funds as they were intended: EDX Reserve Fund and the Board Designated Reserve Fund. (Rick)

Second (Elaine)

Motion Approved

**Decision** Motion to move the EDX Reserve Fund and the Board Designated Reserve Fund from Reserve to Net Asset for board / SIG authorization. (Rick)

Second (Karen)

Motion Approved

## 6. Other Reports

**Note** WMSIG Chair Strategic Plan and Projects - Melissa Johnson, PT, DPT, CWS

 [WMSIG\\_Chair\\_Strategic\\_Plan\\_and\\_Projects.docx](#)

## 7. Business Agenda

**Note** Please review the following items of our Business Agenda

### 7-1. CSM Sponsorship

**Note** SIG chairs to designate individuals in the SIGs who can identify sponsors for CSM

### 7-2. SPC

**Note** SPC staying until end of CSM

 [SPC\\_staying\\_until\\_end\\_of\\_CSM.docx](#)

**Note** Please be prepared to express your view point about this:  
Should the SPC be part of all of our Board Calls?

**Note** Updates from SPC in regards to programming progress.

**Decision** It will not be mandatory for them to stay the last event day

### 7-3. Board Orientation Continuation

**Note** Postpone to next month

### 7-4. New Future Topics? Items for Consent Agenda? E-mail them to Dimitrios at [dimi@handsonpt.org](mailto:dimi@handsonpt.org)

**Note** Recommend also future topics for discussion and ideas that we can pull in for discussion any time in the future that time permits

## 8. Upcoming Meetings

**Note** June 19, 2018  
July 17, ,2018

## 9. Adjourn

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### Next Meeting

Meeting title: [Acewm board meeting](#)  
Date and time: 07/17/18 08:00 pm to: 07/17/18 09:30 pm  
Location: Conference Call

## Task Summary

### New Tasks

**Task**  Please committee chairs, submit your 6-month activity report by May 15, 2018 to the Communications Chair Teresa Bachman (tbachmanpt@gmail.com )

*due 05/15/18*