

**IAPFS February Board Meeting  
Commence 8:00 PM EDT**

October 18, 2022

**BOARD ATTENDEES:** Richard Katz, Laura Pickler, Colleen Lukens, Jessica Brown, Peter Girolami, Sarah Fleet, Beth Halpin, Beth Heap, Claire Warren, Loretta Martin-Halpine, Ramya Kumar, Ali Kozlowski, Terry DiMaggio, Rob Dempster

**CRAVEN:** Diane Yenerall, Gina Brooks

**8:03 PM** Laura called the meeting to order

Minutes from September meeting approved.

**Board Retreat**

Could not identify a common meeting time. Laura will incorporate the topics planned for retreat into Board Meetings over the next few months. Will plan Board Retreat for the beginning of Jessica's tenure, 2023.

**Craven report**

Financials as of October 17, 2022

- Total Cash and Investments      \$49,991

Current Membership    255 members

**Treasurer's report – Peter Girolami**

Peter shared investment report; noted that concerns about current Market are such that we will need other sources of revenue

Diane discussed options for re-allocating some of this investment

Sarah asked if we are paying for financial management; Diane confirmed that we are not

Will need to begin working on budget for next year

**Conference Committee Report - Jessica**

Committee has met a few times and has been considering "lessons learned" from our past conferences.

The committee proposes that due to losses on last conference, time to plan (18-24 months), and president-elect term of 1 year, the organization:

1. Establishes a cadence for in-person conference of every 2 years.
2. Hosts the in-person conference at a member institution to reduce costs. The plan is to obtain proposals from the members to be the host location. The Board will choose location rather than the Conference committee. These would be shared endeavors with the host institution's event planners. Financials would be included in the proposal
3. Plans that the Research and Education committee will organize other educational opportunities on the alternate, non-conference years (Ali suggested that this could be 4 per year). These should be revenue generating events.

Discussed CE/CME for conference and other educational events. Diane will obtain estimates from the same company used for the most recent conference.

Discussed timeframe – will need to try for times of year that differ from other primary discipline conferences. Considering September.

Laura asked for vote on the following:

1. Establish cadence for in-person conference of every 2 years.
2. Host conference at a member institution to reduce costs by soliciting proposals.
3. Research and Education committee will organize other educational opportunities on the alternate, non-conference years.

Sarah motioned; Beth seconded

Motion passed unanimously

### **Business Items**

Annual calendar will be created to be available for Board and Membership and to promote transparency about organization activities. The calendar will include items such as: election cycle, educational opportunities, live conference, among others

To accommodate an end of September conference, propose moving election cycle back by one month. No motion needed to make this change.

### **Committees**

Research and Education Committee (Ali is liaison and presented on behalf of Cindy and the committee)

- Committee proposes 2 new educational opportunities
  - o Panel discussion - suggested topic of ARFID and PFD
  - o Presentation of feeding programs – invite IAPFS members to present information about their Feeding Program to allow members to learn about different programs. Members would not compete to be able to present; anyone interested could present

Special Projects Committee (Loretta and Rob are co-chairs)

- Continuing project gathering information about intensive feeding programs
  - o Created consistent definitions of intensive programs
  - o Identified 74 U.S. and 9 International possible programs.
    - Have talked to all but 5 programs
    - Have confirmed that 18 U.S. programs and 1 International program meet criteria
- Beth noted that the list serve received a survey from Sarah Sahl that asked similar questions
  - o Gina will find out if Sarah is a member of IAPFS
  - o Rob and Loretta will reach out to describe their work and explore any overlap

Membership Committee (Claire is chair)

- Two primary goals
  - o Recruitment of new members
  - o Retention of current members
- How to meet these goals
  - o Use social media more effectively
  - o Provide information when members join regarding how dues are used
  - o Ensure there are CE opportunities

### Communications Committee (Ramya is chair)

- Social media updates
- Newsletter
  - o Challenges have been
    - Changes in Craven representative leads to delays in meeting deadlines and limited accountability for deadlines
    - Variability in schedule of other organization events (e.g., conference, educational events)
  - o Want to resume the member spotlight
    - Move this to membership committee
- Ramya proposed a student intern position to work specifically on social media

### **Google Group**

- Laura and Sally have met to discuss this topic from last meeting. Will update at next meeting.

**ADJOURN: 9:04**