



**The American Academy of Cardiovascular Perfusion
Official Meeting Minutes
Submitted by Haven Young, Secretary**

**Thursday, January 19, 2017
Board Room
Weston San Diego Hotel
San Diego, California**

Attendees:

Kevin Lilly, President
James Beck, Vice President
Haven Young, Secretary
Kevin Charette, Treasurer
Gregory Smigla, Council Member
Harry McCarthy, Council Member
Vincent Olshove, Past President
David Palanzo, Executive Director

Meeting called to order by Kevin Lilly at 0910.

Correction of 2016 AACP Meeting Minutes: Kevin Lilly, President

Each member received a distribution copy and after review by those present, the minutes were approved with no revisions.

Motion-to-Approve: James Beck

Second-to-Motion: Harry McCarthy.

Treasurer's Report: Kevin Charette, Treasurer

Total Revenue 2016: \$181,777

Total Expenses: \$171,585

Yearly Earnings: \$10,192

Equity: \$228,962

Motion-to-Approve: James Beck

Second-to-Motion: Kevin Lilly

There was an in-depth discussion on how best to increase revenues and improve the financial health of the organization. There may be a need to increase annual membership fees to help compensate for reduced revenues.

Program Committee Report: Kevin Lilly, President

Pre-Registration: 115

Student Registrations: 27

Webcast Registrations: 16

Lengthy discussion on how to increase sponsor/exhibitor support. Multiple tier support options were discussed along with the option for sponsors being given opportunity to provide lunch or breakfast in exchange for attendee exposure to product lines. Other discussions focused on the sponsor/exhibitors being provided space to show their products on Wednesday afternoon before the conference started on Thursday.

Financial issues related to the attendance of Perfusion students: The significant reduction in active membership in the AACP of Perfusion students, after their graduation, made for a lengthy

discussion about financial support for students to attend the annual conference. Prioritizing students that volunteered to be “Ambassadors” in student support of the AACP and those presenting papers at the annual meeting may need to be given priority for financial support over other student attending. Whatever remaining funds available could be distributed to remaining students who wished to attend the annual meeting. The council felt student members should continue to pursue fundraising efforts to increase revenue that can supplement meeting attendance.

One topic of discussion mentioned was approaching the national Perfusion contract companies and offering their clinicians a discount for the webcasts of our annual meeting.

The council discussed the need for the sponsors/exhibitors to provide detailed video programs of the appropriate length of time to maximize each attendee’s CEU accrual and the company’s product exposure.

Old Business:

Membership Recruitment Report:

The Council discussed the increasing shortage of both active members and fellows. Discussions focused on reaching out to current fellows and associate members who have not been active in the organization. It was also felt that more active recruitment by current fellows be initiated to increase associate membership and eventual fellowship.

Perfusion Journal Agreement: (Submitted by Mark Kurusz and John Toomasian)

The council discussed issues associated with the editing, revision requirements, and publication in the Perfusion journal. Council members felt that authors who present topics at our annual conference should have support and follow up by members of the Academy to insure that they are able to navigate, successfully revise, and publish the information they have presented. Concerns were presented about how subjective editing can be dependent on who is selected to review each paper that is submitted by the journal.

Accreditation / AC-PE Report: (Submitted by Linda Mongero and William Riley)

Twenty-four clinical affiliates have been approved for various programs since last report.

The Perfusion Program Directors’ Council (PPDC) discussed the idea of tracking program applicants to be able to identify a real number of applicants to all programs each year. The PPDC talked about increasing program enrollment, and many programs are taking 1-2 additional students to help with the shortage. Adding simulation requirements to the school curriculum was discussed.

The American Board of Cardiovascular Perfusion (ABCP) has agreed to conduct a manpower survey. The ABCP communicated they would like to see more simulation requirements in the Standards and/or curriculum. After further discussion of the Standards, it was suggested that the Committee plan to review/revise one section at a time at future meetings.

Simulation Committee Report: (Submitted by Edward Darling)

There was not much activity this past year. The Simulation Taskforce is still designing the accreditation process for simulation centers.

Student Liaison Committee: (Submitted by Molly Bryant)

The council discussed the possibility of providing increased financial support for Molly Bryant in an effort to increase perfusion student membership after graduation.

The council also discussed the possibility of new graduate perfusion students be given reduced membership rates for a fixed period of time.

5. New Business:

a. New Meeting Format:

Discussion focused on the transition to a 3-day format that will include later times into the evening on Thursday, Friday, and Saturday. This discussion included how sponsors and vendors will be included throughout each day.

b. New Sponsorship/Exhibitor Fee Schedules:

Discussion included several options to consider including varying tiers of support in exchange for increased exposure of product lines. Additional areas of discussion included the provision of sponsor/exhibitor presentations similar to the FSC" format which will reward attendees with additional CEU's

c. The council feels that the organization needs to be more aggressive in the recruitment of sponsors/exhibitors to support the goals of the AACP.

Motion-to-Suspend was made by Vincent Olshove, recess at 1:50 p.m.

**THE AMERICAN ACADEMY OF CARDIOVASCULAR PERFUSION
OPENING BUSINESS MEETING
AGENDA**

**Thursday, January 19, 2017
Weston San Diego Hotel
San Diego, California**

Meeting Called to Order at 1705 – Kevin Lilly

1. Welcome to all Academy Members, especially the Members (Associate) Membership
President – Kevin Lilly
2. Roll Call of Active, Senior, and Honorary Membership
Secretary – Haven Young
3. Appoint Sergeant-at-Arms
Please see David Palanzo after this meeting for instructions.
Deb Zarro, Jim Beavers
4. Election (Appointment) of Nominating Committee (3)
Nominating Committee Meeting will be held at 8:30 PM in Room 2501
Appoint last three past presidents present at the meeting.
Vincent Olshove Steven Sutton D. Scott Lawson
(If one or more is not present)
Linda Mongero Daniel Fitzgerald Edward Darling
5. Appointment of Audit Committee (3)
Please meet with Jill Palanzo and Kevin Charette at 8:30 PM in Room 2501
Tom Frazier, Josh Walker, Kevin Griffith
6. Membership Committee
Please meet at 8:30 PM in Rm 2501
Vincent Olshove (Chairman)
Edward Darling, Scott Lawson, Dennis Long, Steven Sutton
7. Awards Committee
Please see David Palanzo after the meeting for instructions.
Harry McCarthy (Chairman), Kathleen Kibler,
Richard Melchior, Marijean Zacha
8. Any other business of an urgent nature?

**The American Academy of Cardiovascular Perfusion
Council Meeting with Sponsoring Members
January, 20th, 2017**

**Friday, January 20, 2017
Pearl Room
Weston San Diego Hotel
San Diego, California**

Attendees:

Kevin Lilly, President
James Beck, Vice President
Haven Young, Secretary
Kevin Charette, Treasurer
Gregory Smigla, Council Member
Harry McCarthy, Council Member
Vincent Olshove, Past President
David Palanzo, Executive Director
Allen Chen, Maquet Cardiovascular
Denise Steinbring, Medtronic Cardiovascular
Richard Hays, Quest Medical
Eva Bailey, Terumo Cardiovascular
Steve Salvati, InvoSurg
LivaNova - absent

Meeting Called to Order by Kevin Lilly at 1145

Review of Financial Report by David Palanzo

2016 Actual Revenue: \$181,777

2016 Expenses: \$171,585

The AACP council is projecting a reduction in revenues for 2017 due to increased expenses associated with location costs and a reduction in sponsorship.

Estimated registration for this Conference:

150 Registrants

20 Webcasts

David Palanzo discussed that the newsletter is available on the website and encouraged the sponsors to contact the AACP if they wished to request advertisement via this format. Richard Hays requested that the sponsors receive advanced notice of the newsletter publications to allow them the opportunity to respond and submit requests in a timely manner. David requested that each sponsor's representatives provide contact information to the council to insure they are contacted.

New format for next year's meeting discussed with the sponsors and feedback requested. Increased student exposure was requested by some of the sponsors. David discussed the use of Wednesday evening before the meeting as an opportunity to plan events and increase vendor exposure to the attendees. The sponsors expressed concern regarding the small percentage of clinicians and students attending the meetings and their feeling that their return on the investment in the meeting was limited. Combined group meetings and attendance numbers of the STS and ATS were discussed.

The sponsors discussed the possibility of having a list of certified perfusionists and current perfusion students to conduct surveys on the variations in generational thought and problem solving.

David discussed some of the issues that arose in past joint meetings. David also discussed the planned expansion and updating of the website and the recruitment of younger fellows to assist in this endeavor.

James discussed the inclusion of the sponsors in the Fireside Chat format with the possibility of having sponsor representatives co-moderate each session with one of the fellows.

Meeting adjourned at 1300.

**The American Academy of Cardiovascular Perfusion
Official Meeting Minutes**

Saturday, January 21, 2017

Board Room

Weston San Diego Hotel

San Diego, California

Attendees:

Kevin Lilly, President

James Beck, Vice President

Haven Young, Secretary

Kevin Charette, Treasurer

Gregory Smigla, Council Member

Harry McCarthy, Council Member

Vince Olshove, Past President

David Palanzo, Executive Director

Meeting called to order by Kevin Lilly at 1145.

Treasurer's Report: Kevin Charette, Treasurer

Budgeted Revenue 2017: \$177,560

Total Budgeted Expenses: \$194,676

Yearly (Earnings) Loss: - \$17,116

Equity: \$211,846

Motion-to-Approve: Vince Olshove

Second-to-Motion: Harry McCarthy

There was an in-depth discussion on how best to increase revenues and improve the financial health of the organization. There may be a need to increase annual membership fees to help compensate for reduced revenues.

Membership Committee Report: D. Scott Lawson

The Chairman of the Membership Committee read the names of those members being considered for Fellow Membership. In addition, the number of Members and Students were also reported.

New Business:

The council discussed making a motion to increase membership dues by the following amounts:

Members: \$195

Fellows: \$225

Students: \$50

Other topics discussed:

Website upgrades and increased exposure via a variety of social media to increase the AACP's exposure, increase younger clinician involvement and membership.

Lengthy discussion on how to increase sponsor/exhibitor support. Multiple tier support options were discussed along with the option for sponsors being given opportunity to provide lunch or

breakfast in exchange for attendee exposure to product lines. Other discussions focused on the sponsor/exhibitors being provided space to show their products on Wednesday afternoon before the conference started on Thursday. Additional discussion on doing joint meetings with state Perfusion societies and resumption of meetings with the STS.

Positive responses received on the awards dinner being open to all attendees. The council discussed the possibility of music and dancing at future dinners.

Meeting adjourned at 1250

**THE AMERICAN ACADEMY OF CARDIOVASCULAR PERFUSION
ANNUAL BUSINESS MEETING
JANUARY 21, 2017**

1. Roll Call
Secretary – Haven Young

2. Approval of the Minutes from the 2016 meetings of The Academy and Council
President – Kevin Lilly
Motion-to-Approve: Steven Sutton
Second-to-Motion: Debra Zarro
Motion: passed

3. Report of the Treasurer for the last fiscal year
2016 Treasurer's Report, Kevin Charette
 - Actual Revenue: \$181,777
 - Total Expenses: \$171,585
 - Variance: \$10,192
 - Total Assets: \$228,962Motion-to-Accept: Linda Mongero
Second-to-Motion: James Beavers
Motion: passed

4. Report of the Audit Committee
Chairman – Kevin Griffith
The Audit Committee found everything in good order.
Motion-to-Accept: Scott Lawson
Second-to-Motion: Josh Walker
Motion: passed

5. Report of the Treasurer for the current fiscal year to date
2017 Treasurer's Report, Kevin Charette
 - Budgeted Revenue: \$177,560
 - Budgeted Expenses: \$194,676
 - Variance: (-) \$17,116
 - Discussion ensued about the projected loss being the result of a loss of sponsorships.Chairman: Kevin Charette
Motion-to-Accept: Ed Darling
Second-to-Motion: Greg Smigla
Motion: passed

6. Report of the Program Committee
President – Kevin Lilly

7. Action on amendments to the Constitution and By-Laws
No actions taken
8. Action on Recommendations emanating for the Council
Vice President – James Beck

Recommendations:

- a. Student registration fees will be held at \$130 and will be waived for those presenting papers.
- b. Graduate perfusionists will receive a reduced membership fees of \$100 for the first two years post-graduation from their programs.
- c. The annual AACCP meeting format will change to a 3-day schedule, Thursday – Saturday. Schedule vendor/AACP activities are proposed for Wednesday evening.
- d. Update and expand the current AACCP website and pursue other modes of social media to enhance exposure and membership.

Discussions and debates focused primarily around meeting registration fees for Perfusion students and how best to cover revenue shortfalls associated with reductions in sponsorship, membership, and meeting attendance.

9. New Business
President – Kevin Lilly

Motion to increase Annual Dues to the following:

Fellows - \$225
Members - \$195
Students - \$50

Motion-to-Accept: Linda Mongero
Second-to-Motion: Carmen Giacomuzzi
Motion: passed

Decided to evaluate revenues before setting student fees and dues.
Dues increase will go to the Bylaws Committee so that members can be contacted about the vote at the 2018 Annual Meeting to take effect in 2019.

10. Report of Membership Committee
Chairman: Vince Olshove

Applications for Fellow Membership:

- Christine Chan
- Nicole Michaud
- Richard Walzak

Member asking to be reinstated as a Fellow Member:

- Alfred Stammers

Members for at least three years asking to be moved to Fellow:

- D. Bradford Sanders
- Katie Moraglia
- Kathleen Rezler

Fellows being dropped for delinquency in dues payments, attendance and participation:

- Brenda Colbert
- Chris Brown Mahoney
- Julie Pokersnik

Application for Membership: 11

Application for Student Associate Membership: 69

Motion-to-Approve: James Beavers

Second-to-Motion: Dana Apsel

Motion: passed

11. Report of the Nominating Committee

Chairman: Scott Lawson

Election of New Officers and Council Members

President: James Beck

Vice President: Kevin Charette

Treasurer: Harry McCarthy

Secretary: Haven Young

Council (1-Year term): Carmen Giacomuzzi (Replacing Harry McCarthy's last year as a Council Member)

Council (4-Year term): Tami Rosenthal

AC-PE Representatives: Linda Mongero, William Riley, Daniel FitzGerald (Alt.)

Motion-to-Accept: Debra Zarro

Second-to-Motion: Steven Sutton

Motion: passed

12. Appointment of New Committees

President – James Beck

Program Committee: Dana Apsel (Co-Chair), Linda Mongero (Co-Chair), James Beck, Michael Brewer, Molly Bryant, Giovanni Cecere, Kevin Charette, Kenmond Fung, Robert Kroslowitz, Kevin Lilly, Harry McCarthy, II, Richard Melchior, Greg Smigla, Steven Sutton

Membership Committee: Christine Chan, Kathleen Kibler, D. Scott Lawson, Nicole Michaud, Vincent Olshove

Awards Committee: Mindy Blackwell (Chair), Joseph Deptula, Kathleen Kibler

Nominating Committee: Kevin Lilly, Vincent Olshove, Steven Sutton (Chair)

Simulation Committee: Edward Darling (Chair), Thomas Klein, William Riley,

Fireside Chats Co-ordinators: Christine Chan, Greg Smigla (Chair), Allison Weinberg

IT and Website Committee: Kevin Charette (Chair), Christine Chan, Kenmond Fung

Reed Committee: James Beck (Chair), Richard Chan, James MacDonald

Student Liaison Committee: Molly Bryant (Chair), Richard Melchior, William Riley

13. Adjournment at 1855