

**AAIP Sept. Board Meeting Minutes  
Sept. 16, 2020**

**Attendees:** Tom Anderson, Mary Owen, Walt Hollow, Charlene Hansen. Jana Harkins, Dr. Hartwig, Dr. Baines, Dr. Begay, Dr. Bell  
Member guests: Dr. Melvina McCabe, Dr. Antoinette Martinez

**Absent:** Dr. Kelliher

Call to Order/Roll Call: Meeting commenced at 20:15 PM (CST)

Topic	Discussion	Action Items
<b>Approval of August AAIP Board meeting minutes</b>	<p>Approved August AAIP Board meeting minutes Agenda 1<sup>st</sup> motion to approve Dr. Hansen, 2<sup>nd</sup> Dr. Hartwig</p> <ul style="list-style-type: none"> <li>▪ Yes: Unanimous</li> </ul> <p>August business meeting minutes pending</p>	Finalize business meeting minutes, Tom
<b>Financial report</b>	<p>Jana shared financial report, see balance sheet ending 8/31/20 Previously lagged a month behind due to timing of Board meetings but with new schedule can get all preceding month's business entered. July and Aug is on balance sheet. In July balance PPP of \$10K+, this was moved to Op account in Aug. Have total cash \$73,717.92 not encumbered. Encumbered is \$215K+. Encumbered is Knapp family fund "restricted to the nth degree". AAIP hasn't been able to spend the funds. Knapp funds were for Great Plains for equipment but couldn't get it to the tribes so they gave it to AAIP. AAIP investigated and couldn't give it either due to tribes' status as Direct Service Tribes. AAIP requested to reallocate. <b>Dr. Owen and Tom will follow up w/ Knapp on redistribution.</b> \$88K+ is restricted collateral for line of credit w/ Chickasaw bank. \$32,850 is from cash donations that the Board determined would not be spent, restricted now &gt; 1 yr. Not restricted by donor but by the Board. Board must vote to move it to Op account or something else. What was rationale for holding it? Comes from part of annual membership fees when amounts exceeded the dues amount. Not spent since designated in 2018; last contribution was April 2019. The Board at that time made decision to allocate excess contributions to this account. <b>Tom to research what the rationale was.</b> Only donations included in membership dues was allocated to this account; it wasn't done for separate donations.</p>	

	<p>Jana recalls it was an attempt to make sure grant funds were used in full before AAIP used other donations, for greater fiscal responsibility.</p> <p>Accounts Receivables. Outstanding receivables related to last year's annual meeting. 2019 meeting sponsorships. Grant received in Sept. is included in receivables amount. \$150 check came in at end of month Prepaid expenses are amounts paid that benefits the future e.g. insurance. Expensed out each month. No change in fixed assets, just depreciation Aging summary incorrect, related to BC/BS amount refunded to AAIP. \$1381 awaiting board or staff as to how it will be distributed. What will be retained as return of expense and what will be returned to employee participant in the plan. Not owed to BC/BS, it's owed to AAIP or employee. Decision about percentage and admin fee would reduce the employee's share. <b>Finance Comm to review and address.</b> 1<sup>st</sup> motion by Dr. Hartwig 10% is what employee put in, it should go back to employee, the rest to AAIP, 2<sup>nd</sup> Dr. Hansen Yes Unanimous Liabilities balance on Chase, total \$45K indebtedness <b>What is interest amount? Jana will get amount</b> Additional liabilities CARES PPP loan; amount is forgivable contingent on expenses being allocated to \$51400 as outlined in CARES act. Must be approved by Chickasaw bank. Once AAIP receives positive announcement from the bank that all expenses meet the criteria then AAIP will be relieved from debt and the amount will go into revenue. Unearned revenue has to be refunded. Can't go into revenue because it hasn't been earned, AAIP not entitled to it. Money received that was not deserved is a liability. Motion that <b>Finance Committee contact the donors and make disposition</b> 1<sup>st</sup> Dr. Hartwig, 2<sup>nd</sup> Dr. Hansen, yes vote Unanimous. Income in August from federal grant; salaries/wages are the same Motion to accept report Dr. Hansen, 2nd Dr. Hartwig Yes Unanimous</p>	
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	No budget for FY 2020 July, need guidance on how to proceed Copy last year's, analyze budget, Other actions? Action items—\$15k Finance Committee to make proposal re budget	
<b>President updates</b>	See elsewhere for updates	
<b>Funding updates</b>	See Finance report and ANAMS report below	
<b>Committee reports</b>	<ul style="list-style-type: none"> <li>• Dr. Shaquita Bell-- ANAMS met 9/20 re fundraising, ANAMS very interested in being on subcommittees such as membership or academic, group doing well this year, very active members. Dr. Owen will be meeting with one of the ANAMS members monthly to mentor the members more closely. Dr. Joey Bell wants to separate somewhat since he's been serving for a long time. Reached out to another doctor to cover. CONACH will meet in March.</li> <li>• Wellness Committee, Dr. Keliher forwarded input from membership regarding proposed Wellness activities. Survey was sent out by Dr. Maresca to follow up on the proposed activities, results are pending but looks promising for starting Wellness activities by zoom.</li> <li>• Send inquiries re ANAMS to ANAMS. If re AAIP then to AAIP Board. Residency Program directors are asking how to partner on getting residents into their programs. This is under Academics Committee but if regarding pediatrics only, then there's a group that would field those questions. Cautioned re endorsement issues.</li> <li>• No Governance report—no new members</li> <li>• Finance Committee—no further updates</li> <li>• Policy/legislation--new people, Dr. Ron Shaw, Dr. McCabe, Dr. Brian Thompson</li> <li>• Membership—no meeting yet, 3 applications received, one of applicants went to Osteopathy school but no degree; is a Naturopathic physician. Dr. Owen looked at it previously, turned it down.</li> <li>• Academic Medicine, book idea continues to move, notice out to membership, donor interested, one pager describing project is needed in effort to find additional donors. Then will go to tribal colleges and get students to start writing. Working on a letter or paper on why we</li> </ul>	<p>Dr. Owen suggested Dr. Hansen and Dr. Baines address how to get word out to residents.</p> <p>Dr. Begay will present to membership committee.</p>

	<p>need to get rid of US News and World report ranking schools, asserting based on racism, will include references. Goal is to stop systemic racism by starting there. 50 med schools have opted out but none of the top 10. Wants to get Mayo to opt out. Wants to present to the board. White Earth has had a few students at various universities. 2 students in AZ formed their own ANAMS chapter.</p> <ul style="list-style-type: none"> <li>• Get your committees organized and get them meeting.</li> <li>• Update your committee membership lists</li> <li>• Public relations, reached out to Ivy. Will meet soon. Compiling info on website. Needs behind the scenes info. Got some stats from Tom. Looking at traffic sources. Social media outlets--figuring how to best utilize these. Researching. Big question: sustainability of the new platform. Can do a lot this year and next year. Will need to continue from there. Got website from a grant but no one taking care of it. Need to meet with AAIP staff re technical capability. Are they comfortable/competent to keep up the web site? Determine this before we make a big change. Could keep it as is and create web page off main site for members.</li> <li>• Dr. McCabe held an ANAMS fundraising meeting in August. Generated questions pertinent to the initiative. Have answers to guide the fundraising process. Reviewed state laws re fundraising. Virtual platform, AAIP already has one, needs updating, it is secure. ANAMS generally unrestricted because it carries the least amount of monitoring by staff. Donations only from membership to expedite. If using social media to solicit, Oklahoma laws would make us register as a donor in each state. So only operating in Okla. Goal \$5k. Oct 15 end date. At 25% goal. Test run. Process for auction items. Refer to Finance Committee then to the Board. Annual online auction for ANAMS and AAIP. Out of our purview. Provide final report on how the funds are used. Consider thank you's to membership. No scholarships. Monitoring/updating. Tax deductible receipts given. Can donate by a variety of means including by phone.</li> </ul>	<p>Board members to announce committee invitations, set meeting dates, then Tom can send out.</p> <p>Dr. Begay to meet with AAIP staff</p> <p>Tom and staff need to thank and remind membership to follow up on pledges and additional donations.</p>
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<b>Executive Director update</b>	<p>AAP see report, are we meeting all obligations for grants? Mentees/mentors, need to meet on this. Have people from last year, annual renewal. Criteria is 4 people to mentor at least 2 students. Once face to face, and virtual contact 6x per yr. Record who they are, tribe, include in reporting. Covers travel expenses to cross cultural workshop or annual mtg. Motion to accept report by Dr. Hansen, 2<sup>nd</sup> Dr. Baines</p> <p>Yes Unanimous</p> <p>ANAMS wants more mentorship. Semi-annual and annual reports done. They knew AAIP was mentoring, they were lenient.</p>	Dr. Begay to reach out and find more mentors. Add mentoring question to membership application.
<b>New business</b>	<ul style="list-style-type: none"> <li>• 50<sup>th</sup> anniversary committee to have an October meeting, invite membership, focus on what they want re celebration. Get people to help.</li> <li>• Received recommendation from Dr. Stern and Dr. Warren to change the AAIP symbol due to history associated with the symbol,</li> <li>• Business meeting in January</li> <li>• Speakers bureau—people call asking for what AAIP thinks on a variety of issues; farm out what is not a representative requirement; otherwise board needs to respond. CNN interview went well, short, focused on schools, go to tribes to get guidance. Need media package. Consider charging a fee. Set criteria on what AAIP will cover.</li> </ul>	<p>Proceed.</p> <p>Dr. Warren to bring forth Proceed w/ Jan mtg</p> <p>Dr. Owen and Dr. Begay will address priorities, where we stand, for membership, visibility.</p>

Meeting adjourned at 10:05 PM (CST) motion by Dr. Owen, 2<sup>nd</sup> by Dr. Begay, vote yes was unanimous

Next meeting on **October 21, 2020** at 8:15 PM (CST)