**Tufts Student Chapter of the American Veterinary Medicine Association**

January 5th, 2016

Members in Attendance: Rachel Madenjian, Rebecca Bishop, Gabriela Villanueva, Kyle Black Pamela Bay, Michelle Lapointe, Anika Farina, Eric Culver, Stephanie Iacovelli, Kara Loiselle, and Laura Sloan

**Agenda**

WELCOME NEW EXECUTIVE BOARD MEMBERS!

Pamela

1. Wellness Week
	1. <https://drive.google.com/drive/folders/0B07rPNYWV3_0VVVYcFpoWjlCVGs>
	2. Week outline/ thoughts on flyer
		1. *Sign up for small-group events*
			1. *Only allowed to sign up for one small-group event*
			2. *Google poll? Doodle?*
		2. *Flyer: add ALL sponsor logo, add our logo (Tufts SCAVMA elephant) to top!*
	3. Eliciting help
2. Dani McVety - Feb 23 & 24th w/ VBMA?
	1. *http://www.lapoflove.com/About-Us/Founders/Dani-McVety-DVM*
	2. *Dinner talk on the 23rd, lunch talk on 24th → look into other dates, try dinner on day where class gets out later*
	3. *Speeches about compassion fatigue, compassion communication, art of euthanasia, accessing quality of life, etc.*
	4. *Cost is $2,000*
	5. *ALL funding is $8,500*
3. Fun Friday Days
	1. *January -- 29th, ask if Alpha Psi wants to have party, if not we will plan event*
	2. *February -- 19th*
	3. *March -- 4th*
	4. *April -- 22nd*
	5. *May -- 13th @ 3pm, end of the year BBQ*

Anika

1. Renew the Wellness Board
	1. *Pam send out reminder with #21daysofhappiness*
	2. *Anika clear board and put up new topic*
2. Voting, Google Docs
3. Check in With Dr. Rosenbaum
	1. *Meeting with Dr. Warner? Hasn’t yet met with her but will schedule meeting soon*

Rachel

1. Spring travel grant timeline
	1. *Due: March 25th*
	2. *Review applications during April meeting*
	3. *Notify by: April 11th?*
	4. *Gabi will update the rubric for ranking travel grants*
	5. *Potentially up to 20-22 awarded <minimum of 15 awarded>*
2. ALL funding ($8500) allocation for the year → then Rachel to email Dr. Canter
	1. $2100 travel grants fall
	2. $400 wellness week Jan.
	3. $6000 left…. how much towards symposium/ spr travel grants/ other?
		1. *$3,000 to Dr. Dani McVety*
		2. *Spring festival*
		3. *Rest going towards travel grants for SAVMA Symposium*
	4. *\*\*breakdown from last year & (categories):*
		1. *$5000/5000 for travel grants (professional development)*
		2. *$300/300 for spring festival (community outreach)*
		3. *$700/1000 for fun fridays (wellness)*
		4. *$2,500/$9,000 for SAVMA symposium attendance (leadership)*
3. Non-SCAVMA club members -- how many notifications have they received? what to do next?
	1. *Protocol:*
		1. *Non-SCAVMA E-board member: no funding to the club*
		2. *Non-SCAVMA club member: notify club e-board → individual must be excluded from club events until becoming a SCAVMA member*
	2. *ADD Protocol to SOP, by-laws, present at beginning-of-the-year financial meeting*
4. Marieke: Elliot?
	1. *Rachel email to personal email, if no response Dr. Rosenbaum will reach out to him*
5. Gabs - faculty survey report?
	1. *Its coming soon…. in your inboxes!*
	2. *Print out and have prepared by February meeting*

Michelle

1. SAVMA symposium planning
	1. Travel grant allotment - Need to decide on how much to give per grant and how many total grants we want to offer. My thoughts:
		1. Our budget for year estimated 7 SAVMA travel grants of $250 = $1750 and an additional $5250 for registration costs
			1. Reasons to increase this:
				1. We budgeted $4500 for travel grants in FALL and we only gave out 7 for $300 = $2100

$2400 excess. Also absorbed $2267.41 from AAHA internal account and portion of ALL funding

 Round this overflow out to about $4900

* + 1. Could plan for some overflow to go to hotel costs and general travel grants…Use an additional $2000 here = $3750-$4000 total allotment
			1. Up the travel grants to …?
				1. **15 at $250 = $3750 -**
				2. ~~12 at $300 =$3600~~
				3. ~~10 at $350 = $3500~~
	1. Take a vote then have symposium chairs draft lottery email (possibly with reminder of January 31st deadline)
1. Fur ball donation status
	1. *Contacted Hannah to let her know that SCAMVA will donate $750*
	2. *Chelsea said that TUVAA student representative position hasn’t been active for the past year*
	3. *Hannah has contacted Dean Kochevar’s office to see if they can get more funding from them*
	4. *Email Hannah to inform her of the Parent’s Group (Claire Lyon’s parents) and reach out to them (SOON!) about helping out*
2. BOA account status update
	1. *Waiting for administration to give us name of person to put on the BOA account*
3. Spreadshirt taxes stuff
	1. *Email about tax information, due date is January 11th, 2016*

**To-Do List**

Rebecca

* Crockpot for Therapy Dogs (1/27)
* Email club about February 1st money

Pam

* Cookies for Therapy Dog Day
* Update with VBMA about Dr. McVety event
	+ look into alternative days that work for 1st and 2nd years - done
* Email about #21daysofhappiness and new wellness board topic - done
* Spring Festival planning -- check up with this committee - done

Michelle

* Tell Hannah that parents association may be willing to donate - email sent immediately following this meeting
* Deadline for SAVMA travel grants - Sunday, January 17, 2016. Notifications of awards will be sent out by January 20th.
	+ I will format lottery and send out lottery info from SAVMA email account - email sent in hours following htis meeting
	+ 15 travel grants at $250

Kyle

* Survey for potluck for next meeting
* Email Laura about room reservations
	+ help Laura find the contact info for website people

**Next Meeting: February 2nd**

**Food: Potluck**