

ACADEMY OF PRIVATE PRACTICE IN SPEECH PATHOLOGY AND AUDIOLOGY

Fall Board Meeting – (ASHA)

San Diego, California

Friday, November 18, 2005

Call to Order: The meeting was called to order by President Mindy Newhouse at 8:45 P.M.

Present:

- Board Members: Mindy Newhouse, Janet Krebs, Lorraine Priceman, Rebecca Laskin, Anita Werner, Denise Middleton, Rose Godfrey
- Past President: Barbara Samuels
- Committee Chairs: Denise Dougherty, Ken Anderson

Review of Proxies: President Newhouse holds proxy for Pat Gill. Anita Werner holds proxy for Renee Matlock.

Review of Minutes from April, 2005: Janet Krebs moved and Anita Werner seconded that we accept the minutes of the April, 2005 board meeting as corrected (Renee Matlock's name was added to the attendees). The motion carried unanimously.

President's Report: See attached

Vice President's Report: Janet Krebs reported that thanks to Denise Dougherty the conference program for 2006 is done. This is the first time in many years that we've had the program for the Spring Conference published by the previous ASHA convention. Local Arrangements Chair for 2006 is Laurie Botstein.

Secretary's Report: The By-Laws change passed unanimously. Garrett Starmer's ballot came back undeliverable.

Treasurer's Report: Lorraine Priceman reported that we have a tax ID and the corporate documents appear to be in order. We have not had to file taxes in years past due to our income level and non-profit status. That may change in the future. (Complete report attached.)

Committee Reports:

- ASHA Liaison / HCEC Committee – Denise Dougherty – the committee is interested in what codes we are having difficulty obtaining reimbursement for.
- Booth – Ken Anderson – report attached
- Budget – Lorraine Priceman – report attached. Janet Krebs moved and Anita Werner seconded that we accept the budget as proposed. The motion carried unanimously.
- By-laws – Barbara Samuels – Barbara will take care of changing the By-Laws to reflect the change we voted for in the summer.
- CEU's – Fran Smith – no report
- Exhibit Staffing – Denise Middleton – thanks to those members who have seen to it that our booth at ASHA was covered for the convention
- Fundraising/Marketing/Vendors – Pat Gill – report attached
- Honors – Barbara Samuels – report attached
- Nominations – Patricia Gomola – report attached. Rebecca Laskin moved and Lorraine Priceman seconded that we accept the slate of Board members as proposed. The motion passed unanimously. Report attached.

AAPPSPA Fall Board Meeting, 2005.

- Membership – Renee Matlock – report attached. Rebecca Laskin moved and Lorraine Priceman seconded that we have a task force on affiliate membership criteria and full membership criteria to be discussed over the list serve. The motion carried unanimously.
- Parliamentarian – Barbara Samuels – report attached
- Program Chair 2006 – Denise Dougherty – the Program for our 2006 Institute and Conference is complete.
- Program Logistics 2006 – Laurie Botstein – no report
- Publicity – Anita Werner – report attached
- Time & Place 2007 – need volunteers
- Website – Sharon Ratiner – report attached

Old Business:

- We need to remember to invite ASHA bigwigs personally to our Spring Conference (Mindy invited them for the Open House at ASHA)
- All board members should be committee chair of some sort. Thank you.

New Business:

- Vendors for Spring Conference – a new event (help! I'm not sure what this is about)
Previous contributors included: Super Duper, Thinking Publications, Interactive Therapeutics, AGS, Linguisystems, Scientific Learning, Links Medical, Articulation Resources, Online CEU's, Rebecca Laskin. Other offers from vendors: Practice Resource, Therasimplicity

Adjournment: The meeting was adjourned at 10:30 P.M.

Please see the following pages for the aforementioned reports.

PRESIDENT'S REPORT

Dear AAPPSPA Members:

Unfortunately, only a few of you will be in attendance at our Fall Board Meeting, so I decided to send out this message to the group as a whole.

I am so pleased with our group and honored to be a part of it. Our members represent a growing subsection of our profession – the private practitioner. We are the only association that focuses on the concerns of the private practitioner. While we support each other in clinical areas as well, members share successes and failures in an area that appear unrelated to Speech Pathology and Audiology – BUSINESS. What a unique service. And what a bargain! For the cost of one fast food lunch per month, we have the combined knowledge and experience of some of the brightest and most innovative practitioners in our field. Wow.

Since our last meeting in Florida in the fall, we have had colleagues, including members, struck by disasters to their homes, businesses, and families. We've heard offers of assistance, support, and encouragement. We've learned that several were fortunate to have benefited from others' past experiences by increasing their insurance coverage. We've had members overcome personal health challenges, or those of family or friends. We've commiserated over the bad, and celebrated over the good. We've seen our members rise to the challenges and come back stronger than before. I salute our strength!

Speaking of members, our group is at an all time high, with over 160 members! Some are more active than others and that is ok. It sure is good to know you're out there! We've had referrals for clients (or family members), visits with colleagues during vacations, and collaborative work efforts. Personally, I consider my AAPPSPA colleagues to be my most precious professional resource.

Our Spring Conference Program for 2006 is complete, with a wonderful line-up, thanks to Denise Dougherty, our Program Chair. Watch the website (and your mailbox) for details. Make sure that you save the date! April 6 – 8, 2006 in San Francisco. If you haven't attended a spring conference before, make sure you budget to be there this year. The Spring Conferences are known to be exhilarating, informative, and fun. For a large number of us, it is the single most important and beneficial event of the year in terms of our business. Considering that everything is included (including meals and a party), and you come away with CEU's and ideas to "implement right away", it is well worth the expense.

The newly revised "GUIDE TO SUCCESSFUL PRIVATE PRACTICE in Speech-Language Pathology, a collaborative effort between ASHA and AAPPSPA has just been released. Many of our members contributed chapters, and there is a wealth of information available in this publication. It can be purchased through the ASHA bookstore. Although AAPPSPA does not receive any proceeds (nor do any of the contributing authors), our group is referenced throughout and the publicity for our organization is welcomed!

In closing, I want to thank each one of you for being a part of AAPPSPA. The classic "the sum is greater than the individual parts" applies. I thank you for your contributions. I thank you for volunteering (yes, a plea for those of you not doing so!). I thank my dedicated Executive Board (Janet Krebs, Rebecca Laskin and Lorraine Priceman), the entire Board of Directors, and my Committee Chairs.

Sincerely,

Mindy Newhouse, M.S. CCC-SLP

President, American Academy of Private Practice in Speech Pathology and Audiology

AAPPSPA Proposed Budget

April 2006 – April 2007

INCOME

New Member Applications	(30)	\$ 3,600
Member Dues	(130)	\$13,000
Checking Interest		\$ 300
Spring Conference		\$20,000
	Total Projected Income	\$36,900

EXPENSES

ASHA Exhibit Booth		\$ 1,500
ASHA Open House		\$ 1,800
ASHA Board Meeting Dinner		\$ 300
CEUs		\$ 400
Credit Card Processing		\$ 1,000
Honors Committee		\$ 75
Legal Services – Accounting		\$ 200
Legislative Watch Chair		\$ 0
Membership Chair		\$ 100
President		\$ 100
Secretary		\$ 50
Spring Board Meeting Dinner		\$ 500
Spring Conference		\$20,000
Time and Place Committee		\$ 50
Treasurer		\$ 0
Website Chair		\$ 0
Website Host		\$ 400
Website Support		\$ 4,000
	Total	\$30,475

Submitted by Lorraine Priceman, Treasurer/Budget Committee Chair

April 200

INCOME

New Member Applications
Member Dues
Checking Interest
Spring Conference

Total P

EXPENSES

- ASHA Exhibit Booth
- ASHA Open House
- ASHA Board Meeting Dinner
- CEUs
- Credit Card Processing
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- Membership Chair
- President
- Secretary
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* Party, Board Meeting, & General Meeting *not* taken out of this total amount.

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Spring Conference
Time and Place Committee
Treasurer
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April 2005 - 2

INCOME

New Member Applications
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* Party, Board Meeting, & General Meeting *not* taken out of this total amount.

CATEGORY	2005 TO DATE
Applications	\$ 5,465.00
Conference 2005 Registration	13,201.00
Dues:	
2003-2004	170.00
2005	6,948.37
Interest	221.73
TOTAL INCOME	\$ 26,006.10
ASHA Open House 2004	\$ 2,382.53
ASHA Open House 2005	1,336.10
ASHA CEUs	400.00
Bank Charge	25.50
Credit Card Fees	940.64
Spring Conference 2005	
A/V	3,128.60
Honors	68.10
Misc.	16,328.16
Web Site	3,568.52
Membership Chair	14.00
Bookkeeping	500.00
TOTAL EXPENSE	\$ 28,692.15

AAPPSPA Budget vs. Actual
April 2005 - 2006 vs January 2005 - November 2005

	Apr-05 to Apr-06	Jan-05 to Nov-05
INCOME		
New Member Applications	\$ 3,600	\$ 5,465
Member Dues	\$ 10,000	\$ 6,948
Checking Interest	\$ 300	\$ 221
Spring Conference	\$ 19,000	\$ 13,201
<i>Total Projected Income:</i>	\$ 32,900	\$ 25,835
EXPENSES		
ASHA Exhibit Booth	\$ 1,500	\$ 1,336
ASHA Open House	\$ 1,200	
ASHA Board Meeting Dinner	\$ 600	
CEUs	\$ 400	\$ 400
Credit Card Processing	\$ 1,000	\$ 941
Honors Committee	\$ 75	
Legal Services- Accounting	\$ 2,000	\$ 500
Legislative Watch Chair	\$ -	
Membership Chair	\$ 100	\$ 14

President	\$ 100	
Secretary	\$ 50	
Spring Board Meeting Dinner	\$ 500	
Spring Conference	\$ 19,000	\$ 19,525*
Time and Place Committee	\$ 50	
Treasurer	\$ -	
Website Chair	\$ -	
Website Host	\$ 400	
Website Support	\$ 4,000	\$ 3,569
<i>Total Projected Expenses:</i>	\$ 30,975	\$ 26,285

* Party, Board Meeting, & General Meeting *not* taken out of this total amount.

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**AAPPSPA Committee Report
Fundraising/Marketing/Vendors
Committee Chair: Pat Gill**

We had a very nice response from vendors for donations for give-a-ways at the Spring Conference in Miami Beach.

I will begin contacting vendors after the first of the year to get donations for the Spring Conference. Several AAPPSPA members had expressed interest in helping with this at the last Spring Conference.

I would encourage any of our members who are attending ASHA to talk to VENDORS about donating. Please notify me of new vendors I can contact.

Respectfully Submitted

AMERICAN ACADEMY OF PRIVATE PRACTICE COMMITTEE REPORTS

November 15, 2005

1. **PARLIAMENTARIAN:** Hopefully as parliamentarian, I do nothing. In the event that the president requires assistance in running the meeting, I am available to rule on an issue.
2. **HONORS COMMITTEE:** Honors may be presented at this conference. They may not be. If so, you will all be pleasantly surprised. There is precedent for not presenting honors if there is no outstanding candidate. That keeps Honors of the Association as something special to be earned, not automatically given.

Respectfully submitted, Barbara Samuels, M.A., Chairperson

NOMINATING COMMITTEE 11/05

1. To replace the vacancy on the board left by Misty Williams (no longer a member), the Nominating Committee nominates Laurie Botstein for the remainder of her term (Spring 2006).
2. In addition, there will be four vacancies as of Spring 2006 on the Board of Directors. We thank Renee Matlock and Denise Middleton for their two consecutive terms of service. We thank Lorraine Priceman for her term of service. In addition, Misty Williams' official term ends Spring 2006. The following members are offered:

Laurie Botstein
Denise Dougherty
Beverly Ray
Charlene Westman

3. The following Board of Directors will continue for their respective terms:

Pat Gill	(2008 - 2nd term)
Rose Godfrey	(2008 - 1st term)
Claudia Goswitz	(2007 - 1st term)
Janet Krebs	(2007 - 2nd term)
Rebecca Laskin	(2008 - 2nd term)
Sue McLean	(2007 - 1st term)
Mindy Newhouse	(2007- 2nd term)
Anita Werner	(2008 - 2nd term)

4. The Nominating Committee offers the following Executive Board slate for consideration for the Spring 2006 beginning term

President: Janet Krebs
Vice President: Beverly Ray

Secretary: Charlene Westman
Treasurer: Pat Gill

Submitted by Patricia Gomola PhD

**AAPPSPA November 2005
Report from Sharon Ratiner -- Website Chair**

Things have been relatively smooth with the exception of numerous members being automatically unsubscribed due to bounced e-mails.

When this occurs I have Nadine Lord resubscribe the member and this typically resolves the issue (until the member gets another series of bounced mail). Members have become frustrated with these situations and I have also been overwhelmed at times with the bounced mail messages.

I have been in discussion with Nadine (webmaster), Mindy, and member Michael Quinn re: the possible change to a message board system. Nadine informed me that we do have the ability to use a message board system (it is free) as part of our website hosting package. There are other options such as Yahoo groups, etc. but it seems the message board with our hosting package would be quite easy to institute and easy for members to navigate.

If we did choose the message board Nadine would do the initial set up but we would need to have someone be the 'monitor' (I guess that would be the website chair). Also we would have to decide if we should access the message board from the members section only (makes the most sense)...in that case only members could post/reply and this would require 2 separate log-ins.....once to the members only section (of course this info can be saved so one just 'clicks') and once to the MB itself.

I am requesting the board to seriously consider a change to the MB system or at least take a membership vote.

Additionally, I am in the process of sending a 'rules of the listserve' correspondence to the board (it should be received prior to the board meeting at ASHA)-- I would request that this document be reviewed and completed (I was unable to fill in the section that deals with repercussions for not following the rules). Once approved I will send out to the membership.

Thank you

Sharon Ratiner

November 14, 2005

To: AAPPSPA Board

From: Renee Matlock
Membership Chair

Re: Committee Report

1. R. Matlock assumed membership responsibilities as of May 1, 2004.

2. Current membership: 164

- Life: 35
- Full: 95
- Affiliate: 13
- Not Known: 21

3. New members:

- since 5/1/04: 65
- 5/1/04 to 12/31/04: 20
- 1/1/05 to 11/8/05: 45

2005 Members Referred by:

ASHA Convention	7
ASHA Website:	3
Internet Search:	13
AAPPSPA member:	5
AAPPSPA convention:	1
Advance Magazine:	3
Returning members:	2
Seminar – unnamed	1
Colleague, unnamed:	6
Unknown/None given:	4

5. Pending applications (payment): 8

6. Recommendations: It is recommended that the AAPPSPA board review/revise full and affiliate membership criteria. Formation of an Ad Hoc committee may be an appropriate means to accomplish this task.

AAPPSPA November 2005

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Sharon Ratiner

November 4, 2005

**To: Mindy Newhouse, M.S.,CCC-SLP
AAPPSPA President**

**From: Anita Werner, M.S.,CCC-SLP
AAPPSPA Publicity Chairperson**

RE: Publicity Report

A news release was sent to the medical editor of USA Today immediately following the Spring AAPPSPA Conference in Florida. To my knowledge this did not result in anything being published about our conference.

A news release was sent to ADVANCE Magazine about the Spring AAPPSPA Conference and this resulted in a very nice article in ADVANCE Magazine. [AAPPSPA Spring Conference and Clinical Institute Abstract](#): Vol. 15 • Issue 24 • Page 30 Convention Connection.

Research was completed to look at the possibility of advertising to ASHA attendee's the AAPPSPA Open House to be held at ASHA on Friday, November 18, 2005. It was determined that the cost to advertise in the ASHA convention magazine was too costly. A poster would be completed for the booth inviting ASHA private practice members to attend the open house.

In an effort to ensure that speech-language pathologists and audiologists in private practice would know about the 2006 AAPPSPA Conference in San Francisco, California, cost for advertising was investigated. The cost of advertising for this event in ADVANCE Magazine will be presented at the board meeting during budgetary discussions.

Respectfully submitted;

Anita Werner, M.S.,CCC-SLP
Publicity Chairperson
AAPPSPA