I. Call to Order (Dolan)
Dr. Bernard Dolan called the meeting to order at 12:53 pm on January 11, 2013. Also at the meeting were: Drs. Brett Bence, Joe Shovlin, Karla Zadnik, Barbara Caffery, Tim McMahon, Susan Cotter, Jeff Walline, and Ms. Lois Schoenbrun, Ms. Helen Viksnins, Ms. Betty Taylor, Mr. Rich Jones, Ms. Dana Edwards, Ms. Jenny Brown, Ms. Melissa Leuschel, and Ms. Betty Rodriguez.

A. Approval of Agenda
MOTION 13-01-01 MSC (Bence, McMahon, Unanimous) To approve the agenda with the following changes:

Add to the Agenda:
II.B.6. ARBO Meeting
IV.6. MOF Travel Policy
IV.H. World Council of Optometry Update (McMahon)

B. Approval of Consent Agenda
MOTION 13-01-02 MSC (Bence, McMahon, Unanimous) To approve the Consent Agenda with the following changes:

Remove from the Consent Agenda for discussion:
E. *2012 Cancelled Students Who Graduated
F. *Accept New Student Members
J. *Receive the Disabled Members Report

Consent Agenda as approved:
A. *Receive the Membership Status Report
B. *Receive New Member Report
C. *Receive the Candidate Trend Report
D. *Receive the Student Trend Report
G. *Receive the Resigned Fellowship Report
H. *Receive the Emeritus Report
I. *Receive the Senior Fellow Report
K. *Receive Reinstatement Requests
L. *Receive AM2012 Exhibits Final Report
M. *Receive the Marketing Dashboard Report
C. Approval of Minutes of Previous Meetings

MOTION 13-01-03 MSC (Shovlin, Caffery, Unanimous) To approve the meeting minutes with the following changes:

October 23 & 27, 2012 Meeting:
Page 2 #2 capitalize “Student Travel Fellowship Fund”
Page 2 #4 add “beginning with AM 2013” to the end of the last sentence.
Page 3 V.B. second paragraph change “associate member” to “affiliate member.” Also delete 0. Change AOA would give a seat “at the table” to “on the Board of Governors.” Delete the last sentence in that paragraph.
Fifth paragraph, change “affiliate member” to “associate member.” In the next sentence, change “associate” to “affiliate.” Change the last sentence to read, “The American Optometric Association wants that person to be a member of the American Optometric Association and a U.S. citizen.
Last paragraph first sentence change “dictate” to “to have veto power over.”
Page 4 #3, the first sentence should read, “Ms. Schoenbrun reported that the AAO Fellowship Agreement ....”
Page 4, #4 change “complied” to “compiled.”
Page 5, F, 1, The second sentence should start a new agenda item: L. Lectures and Workshops Committee and the first sentence should read, “Additionally, the Lectures and Workshops Committee....”
Page 5. J. Change the first sentence to “raise concerns to.” Spell out American Board of Optometry.
Page 6: Spell out the names of optometry schools in the first paragraph. Add “at SALUS” to the first sentence in the second paragraph. Change “Pennsylvania State Association” to “Pennsylvania Optometric Association.”
The third paragraph should say “Indiana University” not Illinois University.
The fourth paragraph should say, “University of Montreal, L’Ecole d’Optometrie.”
V.D. Do not capitalize contact lenses and remove the last two sentences.
Page 7. IV. L. Take out “slice” and insert “component.”
Page 8 #4 change to “debrief and recommendations of Academy 2012 Phoenix.”
Page 10 first paragraph, second line, no comma after who.
Page 11 Actions Items - eliminate item #2.

November 20, 2012 Conference Call:
Page 12 2.a.1. change to “R01” with no spaces. In the last line add “presently there is one vacancy.”
Page 12, B, 1. The second sentence in the first paragraph should read, “After 11 years of service, our needs have outgrown the present capacity of our webmaster.”
Page 13 #2, change “5” to “4.”
Page 13, V, E, third paragraph, replace, “Transplants and saw a video at UCLA” with “Research.” Remove “very exciting” and replace with “promising.” The last sentence should read, “Ms.
Schoenbrun will provide Dr. Bence the financial information for the 2012 Plenary.”
Page 14, In paragraph one, insert “Regarding representation at the World Council of Optometry.”
Page 14, paragraph 2, replace “memberships” with “seats.”

December 18, 2012 Conference Call:
Page 19, II. A.3. The paragraph should read, “Dr. Dolan informed the Board that Dr. Ron Hopping called to inform him that the American Optometric Association decided to accept the Academy’s proposal on the seat on the World Council of Optometry. Dr. Dolan recommended that the Academy Board accept the American Optometric Association’s conditions of the Academy nominee being a member of the American Optometric Association and a citizen of the United States. Dr. Dolan recommended that the Academy Board nominate Dr. Tim McMahon to the World Council of Optometry seat for a two year term.”
Page 20, III.A. add “Board” liaisons.

II. Reports of the President and Executive Director
A. Report of the President (Dolan)
1. Dr. Dolan reviewed the meeting schedule.
   It was agreed that the February and March conference calls would be moved as follows:

   Change February conference call from Tuesday, February 19 to Tuesday, February 12 at 8:30pm ET.
   Change Tuesday, March 19 conference call to Monday, March 18 at 8:30pm ET.

2. Committee Appointments Update
   Dr. Dolan moved this discussion to the February conference call.

3. Moment of Silence (Necrology)
   A moment of silence was observed for those who have passed since the business meeting.

B. Report of the Executive Director (Schoenbrun)
1. Update on RFP for the Website and Association Management System
   Ms. Schoenbrun reported that Ms. Dana Edwards has been working on the RFP for a new webmaster and association management software. Our database is seven years old. Ms. Edwards drafted an RFP which is being reviewed by our lawyer and will go out next week. The new system will need to be integrated with the software used to manage exhibits (A2Z), as well as our submission systems. We will have proposals back in 4 weeks. We hope to narrow the choices down in February and look at demonstrations of the best options. There is a wide range in cost, $60-$140k, but we should wait to see the responses to the RFP before refining numbers.
2. **OVS contract negotiations update**

Ms. Schoenbrun reported that as of January 1, 2013 there was agreement on terms. The contract calls for OVS being entirely online as of 2016, but with language that protects AAO if the decision is not to proceed. We have just received the lawyer’s comments and will send off the new contract next week. We will have a 7 year contract, with a guaranteed annual royalty of $175k and a signing bonus of $120k, with a free iPad® app, which has already launched.

3. **Cow Bell News**

Ms. Schoenbrun reported that Ms. Betty Rodriguez has researched the history of the cowbell. While at the 2001 Annual Meeting in Philadelphia, Drs. Raphael Eschmann and Wolfgang Cagnolati, Fellows of the Academy, presented President, Dr. Bob Newcomb with a uniquely handcrafted cow bell. The bell was given to the Academy to be rung during the 2001 Banquet to encourage members to visit Interlaken and Bern, Switzerland, and Munich, Germany for the 2002 International Meeting and participate in the many cultural and educational events while establishing new friendships. Ms. Rodriguez is currently working on creating a plaque that will commemorate the presentation of the cow bell.

4. **Referrals to Jules Stein Eye Center/CareConnect**

Ms. Schoenbrun reported that CareConnect at the Jules Stein Eye Center requested a list of our Fellows to be used to refer potential patients. The consensus was that this was not a good idea and the request should be denied.

5. **Enforcement of Exhibits Contract Language**

Ms. Schoenbrun reported that language has been changed in the Exhibits Contract so we can take away a company’s priority points if the company violates Academy policy.

6. **Association of Regulatory Boards of Optometry Meeting (ARBO)**

Ms. Schoenbrun reported that the Association of Regulatory Boards of Optometry will be holding their annual conference on National Optometric Education on April 27-28, 2013 in Chicago. Ms. Viksnins will be attending. Dr. Dolan will not be able to attend due to conflicts; Dr. Eger will go representing the Academy.

**III. Action Items**

A. **Academic Medical Center Optometrists (AMCO) SIG Request (McMahon)**

A group of Academic Medical Center Optometrists requested to form a SIG. Dr. Cotter questioned why pediatrics is not mentioned in the bylaws when three members of this group specialize in pediatrics. Dr. Zadnik suggested several changes to the bylaws:

1. Article I, section 2 and bullet #3, omit eye care physician statement.
2. Article I, section 2 and bullet #2, omit ocular health management.
3. Replace “chairman” with “chair” throughout.
The bylaws will go back to the proposed SIG leadership for edits.

IV. Feedback/Input/Discussion (and possible action)
A. Finance Committee Report (Shovlin)
1. Proposal from Dr. Sims to Endow Education Event (Schoenbrun)
Ms. Schoenbrun reported that Dr. John Sims donated a gift of stock valued at approximately $21,000. The Board agreed to Dr. Simms request.

2. YTD financial status (Jones)
Mr. Jones reported that the Academy has a net income to date in FY13 of $1.6 million. This does not include Annual Meeting expenses. This represents 70% of revenues. Dues collections in December 2011 were 47% and in December 2012 they were at 59%.

3. Financial Review of Annual Meeting (Jones)
Mr. Jones reported that income from Academy 2012 Phoenix was 25% above budget, and known expenses year to date are 5% above budget.

4. Ellerbrock Clinician Educator Award Proposal (Bence)
This discussion was tabled until Saturday, January 12, 2013.

5. Clay Award Funding (Schoenbrun)
Dr. Judy Clay created this award in memory of her father. Ms. Schoenbrun proposed that the Academy fully endow the Award which is $27,500. Ms. Schoenbrun will contact Dr. Clay to see if she would be willing to contribute to it. A vote on this was tabled until Saturday, January 12, 2013.

6. Per Diem and Travel Reimbursement Policy Issues (Schoenbrun/Walline)
Ms. Schoenbrun detailed some of the issues surrounding the Annual Meeting Travel Reimbursement Policy. A full review of policy will be postponed to the April meeting.

Dr. Walline reported that he has received a request to provide funding for the member of Communications Committee who chairs the Press Conference, and the Chair of the Faculty-Student Liaison Committee.

It was proposed that the Chair of Faculty-Student Liaison Committee received 4 day complimentary registration, airfare, and $100.

This will be revisited at the April 2013 meeting. The Finance Committee will review and possibly add the Maintenance of Fellowship Committee to the policy.

B. Future Academy Annual Meetings (Dolan)
Dr. Dolan led a discussion regarding the big picture of our annual meetings. If we were to design our meeting from the ground up, what would it look like? What is of essential value to us, what should we add? Our Mission Statement – *To promote the art of science of vision care through lifelong learning.*

C. Case Review: Implementation of Electronic Course Evaluations (Dolan)
What did we learn about Change Management?

Without online evaluations, data validation is a problem; the quality of data input varies from year to year.

This year, one goal is to send daily emails to attendees so they can evaluate instructors that day and offer real-time updates.

What communication is going out to people about next year’s meeting course evaluations? Information will be sent in emails and in the Program Preview. Going forward, whatever solution will be coordinated with Scientific Program Committee Liaison, Dr. Caffery, and Lectures & Workshops Committee Liaison, Dr. McMahon.

We have larger lecture rooms in Seattle; some classrooms will hold 800 and 900 people.

Success of Scientists at Meeting Initiative
Scientific Program and posters: Posters should be accessible and visible to attendees. There was considerable discussion about how to improve the traffic flow to posters. Currently, the submission deadline is May 1st. Holding “Wine and Wisdom” during the poster session was suggested.

Further discussion was tabled until January 12, 2013.

*The meeting went into Executive Session at 5:10 pm on January 11, 2013 to discuss a personnel issue. The Board came out of Executive Session and the meeting recessed at 5:15pm*

*The meeting reconvened on January 12, 2013 at 9:55 am after the Convention Center tour. In attendance were Drs. Dolan, Bence, Walline, McMahon, Caffery, Shovlin, Zadnik, and Cotter, and Ms. Schoenbrun.*

*The meeting went into Executive Session immediately.*

*The Executive Session adjourned at 12:15pm for lunch.*

*The following staff members joined the meeting: Mr. Jones, Ms. Viksnins, Ms. Leuschel and Ms. Rodriguez.*

Board of Directors Meeting
January 11-12, 2013
Orlando, FL
The meeting reconvened at 1:02pm, Saturday, January 12, pm with all above present.

IV. Feedback/Input/Discussion (and possible action)
A. Finance Committee Report (Shovlin)
5. Clay Award Funding
Discussions were held on the Academy endowing the Clay Award fund.

CONSENSUS: To approve fully funding an endowment of the Clay Award in the amount of $27,300.00.

MOTION 13-01-04 MSC (Bence, Shovlin, Unanimous) To create the Ellerbrock Clinician Educator Award as an annual award. The Ellerbrock Distinguished Speaker Award is for sustained excellence through distinguished contributions as a speaker on the Lectures and Workshops program by individuals in clinical practice, who freely share their clinical knowledge and insights with Academy peers and the profession. The winner will be decided by the Awards Committee. The award will be endowed by the Academy in the amount of $21,000.

D. Academy 2013 Seattle (Bence/Viksnins)
Section and SIG symposia update.
Dr. Bence discussed topics and groups for the symposia. The Optometric Education Section is working on blended learning. The Low Vision Section is working on cortical prosthetics and retinal prosthetics. The Public Health & Environmental Vision Section is working on a symposium that is tentatively entitled, "Integration of Public Health and Primary Care to Improve a Population’s Health." The Binocular Vision Section is working on Management of Adult Stabismus.

The topic for the AAO/ARVO Joint Symposium will be, “Advanced Optical Measurements of the Retina in Diabetes and Glaucoma.”

We were approached by The Optometric Retina Society. They are looking for time in our meeting to offer a course. It is possible that they would bring in a retinal specialist. Earlier in the year, there was discussion on having a Retina SIG; they are still looking for leadership. Dr. Bence proposed that this year we could have as Section or SIG.

Consensus: To encourage Fellows of the Academy with an interest in vitreo-retinal disease to form a Retinal SIG so they could do future Academy programs.

Dr. Bence reported that the topic for the Plenary will be Stem Cells. This is a broad field, including adult and embryonic stem cells with encouraging clinical applications. Dr. Bence suggested the first speaker should discuss basic science to set the stage. It should then move to research, then clinical applications.
Speakers for the Plenary are Amander Clark, PhD, Victor L. Perez, MD and Jeffrey Goldberg, MD, PhD.

Ms. Viksnins shared the 2013 Ezell Fellows Present Symposium Speakers: Dr. Nimesh Patel, Dr. Brad Fortune, and Dr. Thom Freddo.

E. Diplomate Renewal Points and Areas – All Sections (Cotter/Viksnins)
There was a question and discussion about when the Diplomate renewal policy takes effect.

Dr. Cotter expressed her concerns that Sections are following varying renewal deadlines. She reported that Dr. Doug Benoit proposed the first renewal time for the Diplomates of the Section on Cornea, Contact Lenses and Refractive Technologies would be 2015. After that Diplomates would renew every five years. The Binocular Vision Section agreed to change their Diplomate Renewal time frame to five years.

All sections award points for lecturing and attending CE events that are COPE approved.

Dr. McMahon recommends we table this discussion and that Dr. Cotter speak with the Low Vision Section about their time frame. The Board will discuss this at the next scheduled conference call in February.

F. School Visits Discussion (Cotter/Viksnins)
The list of school visits was reviewed. Several school visits were scheduled prior to the annual meeting.

Board meetings with the schools should include students, residents, faculty, research faculty and administration.

School Visit Appointments scheduled:

MCPHS – (Walline)
NECO in September – (Shovlin)
Nova – (Shovlin)
Ohio State University – (Dolan)
Pacific University – (McMahon)
SCCO – (Zadnik)
SCO – (Cotter)
St. Louis – (Bence)
UAB – (Zadnik)

Board of Directors Meeting
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Orlando, FL
G. Practice Opportunities Listing (Bence)
Dr. Bence discussed having a list of Fellows of the Academy on the AAO website for people who are looking to employ ODs. This can potentially be a member benefit. The service could be offered only to Fellows. There is usually a fee charged by companies who outsource this information. Dr. McMahon suggested postings for Fellows looking for work and for employers wanting to employ Fellows. After discussion, Dr. Bence removed this request to consider listing practice opportunities on our website.

H. World Council of Optometry (McMahon)
The agreement between the American Optometric Association (AOA) and the Academy has been reviewed by the Board of Directors and our attorney. We are sending the revised agreement back to Dr. Ron Hopping, President of the American Optometric Association, for signature.

The Academy will pay half of $36,154.00, to the American Optometric Association. The World Council of Optometry’s next meeting will be held in spring 2013. Dr. McMahon will attend the meeting this year as an AOA representative.

C. Future Academy Annual Meetings
There was a discussion about the use of complimentary registration for new Fellows. If you become a Fellow at the Annual Meeting, you are entitled to attend either of the next two Annual Meetings at no charge. 75% of the Fellows use this benefit either in the first or second year.

Dr. McMahon suggested there be an unopposed scientific session with four papers. It would be geared toward science and would be linked to the press conference. It would be a one hour session. This would be part of the Scientific Program.

Dr. Bence suggested using the larger rooms of 700-800 for the three or more sessions as proposed. The topic would be highlighted papers. Perhaps these papers could be the focus of the press conference.

There was discussion about reworking the Poster Sessions at Academy 2013 Seattle. Dr. Caffery will discuss with Dr. Michael Twa and report back to the Board on the February
A decision to change the Poster Sessions would need to be made on the February call if it is to be in effect for Academy 2013 Seattle.

Dr. Walline suggested that another way to get scientific results to the doctors would be to form a committee, obtain results of clinical trials and compile them into a book. The book should have so much information that people would want a copy. There could be sections for glaucoma, contact lenses, etc. It could have more than the abstracts. It would link to the actual papers.

Dr. Caffery mentioned clinicians do not have access to papers; this is a good way to get research out there, it summarizes all in one place.

The first step would be to speak to the Research Committee and see what they think of this idea. Dr. McMahon will follow up.

The Communication Committee also needs to be informed of this idea.

Journal Watch is a good resource that could be a member benefit.

Ms. Schoenbrun reported on journal access. A list of 31 journals from 21 different publications was gathered; we would like to make journals available to the Academy members. Mr. Darryl Beatty has started contacting the publishers for pricing.

Dr. Zadnik proposed the idea of one poster session with 180 posters, and wine and cheese would be served. It would be scheduled for Thursday from 5pm – 7pm. The rest of the posters would be on display on Friday during the day. Will wine and cheese make a difference in attendance?

When the Scientific Program Committee rejects a submission, Dr. Twa responds to many people who want to know why. In recent years, there have been sessions that were not filled. If we adopt this new model, they will have a much higher rejection rate. Schools and colleges, Deans, and residents would need to learn about this early on. It was also noted that many faculty do not receive funding from their institutions to attend the meeting unless they are presenting at the meeting.

There should be penalties for authors not in attendance at their poster sessions.

Dr. Dolan suggested we highlight posters in the beginning of the first poster session with wine and cheese. Academy information posters should be included.

**CONSENSUS:** Dr. Caffery to speak with Dr. Michael Twa, Chair of the Scientific Program Committee, and Dr. McMahon to talk to Dr. Gay Tokumaru, Chair of the Lectures and
Workshops Committee, regarding holding posters Thursday from 5 pm to 7 pm and all day Friday. Results from those conversations will be reported back to the Board on the February 2013 conference call.

V. Liaison Reports, if needed
A. Dr. Caffery reported on the Fellows Doing Research SIG Crying Booth, which was held at Academy 2012 Phoenix. 250 subjects participated; over 100 people were rejected because they were wearing contact lenses. They are looking for ideas for a project for 2013. They will set up a workshop for clinicians on how to do clinical research.

VI. Information
A. New Member Report (Bence)
Dr. Bence reported that all students at the University of Houston College Of Optometry are Academy student members. This was collaborative effort between him and the school.

B. 2012 Cancelled Students Who Graduated (Zadnik)
The Board reviewed the list of Student members who have not paid dues and who were deactivated.

VII. For the Good of the Academy
None.

The meeting recessed at 4:34 pm.

The meeting went into Executive session at 4:45 pm.

IV. Discussion and Possible Action

I. American Optometric Foundation
During Executive Session several topics related to the American Optometric Foundation were discussed.

MOTION 13-01-05 MSC. The Executive Director of the Academy will begin to develop the process for hiring a full-time professional development officer for the Academy and the American Optometric Foundation. Dr. Zadnik recused herself from the meeting.

MOTION 13-01-06 MSC. The Academy Board requests the AOF Board vote to amend their bylaws to change the composition of their Board to include 12 members: The Immediate Past President of the Academy and two additional members appointed by the Academy Board, all three of whom will serve ex-officio with vote, plus nine others, none of whom represent industry. The proposed bylaws change would also include the creation of a Corporate Advisory Committee.
The Executive Session adjourned at 6:10 pm.

IX. Adjourn
Meeting adjourned at 6:15 pm

Future Board Meetings
Tuesday, Feb 12  Conf Call 8:30 pm ET
Monday, Mar 18  Conf Call 8:30 pm ET
Fri & Sat, April 12 & 13  Meeting in Boston
Tuesday, May 21  Conf Call 8:30 pm ET
Tuesday, June 18  Conf Call 8:30 pm ET
Fri & Sat, July 19 & 20  Meeting in Denver
Tuesday, Aug 20  Conf Call 8:30 pm ET
Tuesday, Sept 17  Conf Call 8:30 pm ET
Tues, Oct 22 & Sat, Oct 26  Meeting in Seattle
Tuesday, Nov 19  Conf Call 8:30 pm ET
Tuesday, Dec 17  Conf Call 8:30 pm ET

Future Annual Meetings
10/23-26/13  Seattle Convention Center, Sheraton, Crowne Plaza, Hyatt at Olive 8, Hilton
11/12-15/14  Colorado Convention Center (Denver), Hyatt Regency, Grand Hyatt
10/14 – 17/2015  New Orleans Convention Center, Hilton Riverside, Hilton Garden Inn
11/16 – 11/19/2016  Anaheim Convention Center, Anaheim Hilton, Anaheim Marriott
10/4 – 10/7/2017  Boston Convention and Exhibition Center (BCEC) Westin, Seaport Hotel, other
11/14 – 11/18/2018  San Francisco Moscone West Convention Center, Intercontinental Hotel, Marriott
11/6/19 – 11/9/19  PHILADELPHIA Convention Center, Philadelphia Marriott, Marriott Courtyard

Board Liaison Assignments for 2013 – 2014
Admittance Committee  Brett Bence
Membership Committee  Brett Bence
Maintenance of Fellowship Committee  Barbara Caffery
Chapters Committee  Barbara Caffery
Scientific Program Committee  Barbara Caffery
Faculty Student Liaison Committee  Sue Cotter
Sections  Sue Cotter
Awards Committee  Bernie Dolan

Board of Directors Meeting
January 11-12, 2013
Orlando, FL
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<th>Committee</th>
<th>Chair</th>
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<tr>
<td>Ethics Committee</td>
<td>Bernie Dolan</td>
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<td>Flom Leadership Development Committee</td>
<td>Bernie Dolan</td>
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<td>Lectures and Workshops Committee</td>
<td>Tim McMahon</td>
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<td>OVS Editorial Board</td>
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<td>Research Committee</td>
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<td>SIGs</td>
<td>Joe Shovlin</td>
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<td>Residents Day</td>
<td>Joe Shovlin</td>
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<td>Communications Committee</td>
<td>Jeff Walline</td>
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<td>Exhibits Committee</td>
<td>Jeff Walline</td>
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<td>AOF Board</td>
<td>Karla Zadnik</td>
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<td>Nominating Committee</td>
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**Board Committee Assignments**

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<th>Position</th>
<th>Chair</th>
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<tr>
<td>Annual Meeting Chair</td>
<td>Brett Bence</td>
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<tr>
<td>Finance Committee</td>
<td>Joe Shovlin (Chair)</td>
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<td></td>
<td>Barbara Caffery</td>
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<td>Brett Bence</td>
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**Board Liaison or Primary Contact to External Organizations**

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<thead>
<tr>
<th>Organization</th>
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<tbody>
<tr>
<td>American Optometric Association</td>
<td>Bernie Dolan</td>
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<tr>
<td>European Academy of Optometry and Optics</td>
<td>Bernie Dolan</td>
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<tr>
<td>National Academy of Practice in Optometry</td>
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<tr>
<td>Optometry Giving Sight</td>
<td>Karla Zadnik</td>
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<td>Partnership Foundation</td>
<td>Karla Zadnik</td>
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<tr>
<td>World Council of Optometry</td>
<td>Tim McMahon</td>
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**Non-Board Liaison Positions**

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<tr>
<th>Position</th>
<th>Liaison</th>
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<tbody>
<tr>
<td>National Hall of Fame</td>
<td>Rick Weisbarth</td>
</tr>
<tr>
<td>Armed Forces Optometric Society Liaison</td>
<td>Aly Wasik</td>
</tr>
</tbody>
</table>
**ACTION ITEMS:**

Dana Edwards  
Include Ms. Schoenbrun as a member of all SIGS outgoing correspondences.

Schoenbrun  
Full Review of Annual Meeting Travel Policy onto April Agenda. DONE

Viksnins  
Research reduced registration program for Saturday attendees to the Annual Meeting. What else might be done to increase attendance on Saturday?  
DONE

Cotter  
Speak with Low Vision Section regarding the Diplomate Renewal time frame.

Schoenbrun  
Add to February agenda: Diplomate Renewal Points and Areas. Also add Practice opportunities Listing, Poster Sessions at Academy 2013 Seattle. DONE

Viksnins  
Contact Faculty Student liaisons to set up school visits. IN PROCESS

Viksnins  
Go back to 2001 to see who used the new Fellow complimentary registration and who didn’t. DONE

Caffery  
Talk to Michael Twa regarding reworking Poster Sessions for Academy 2013 Seattle. DONE

McMahon  
Speak to Research Committee about idea of compiling research into a book. Talk about how this would be structured.

Beatty  
Contact journal publishers regarding access for our members. IN PROCESS.

Schoenbrun  
Call Judy Clay re: the Clay Award. DONE

Jones  
Create Clay Award Fund

Jones  
Create Ellerbrock Award Fund

**Possibly Outstanding**

**2012 Board of Directors Action Items**

**January:**

Retina SIG  
Choose leadership. **Never received SIG Application. Ongoing.**

Helen V./Lois  
Clay awardees should be recognized at the banquet

Helen V.  
Speakers should be encouraged to add to the title slide, “If you are interested in this topic, contact XXX Diplomate Chair of XXX Section for more information.” **Did not happen. Schedule for 2013**

Dr. Dolan  
Speak with Dr. Nishimoto to create a subcommittee that selects six or so courses for possible inclusion in online Academy education. **Did not happen**

Helen V.  
Look at current and maybe one or two other online education providers and make a recommendation. **In process**

**April:**

Lois  
Update policy manual. **IN PROCESS**

**May:**

Helen  
Add information about non-member participation in Sections and SIGs to Board of Directors Meeting

January 11-12, 2013

Orlando, FL
Dana  Whenever a Fellow seeks to resign, find out if they are eligible for another type of membership, i.e., life  **ALWAYS DONE**

**July:**
Harris  Make sure Membership Committee and Ms. Brown track the number of new members and compare year to date figures with previous years.  **IN PROCESS**

Bence  Add appeal process to Disability Waiver Policy.  **IN PROCESS**

**October:**
Bence/Jones/ Viksnins  Develop policies and funding for Ellerbrock Clinician Educator Award for November Board meeting.  **IN PROCESS**

Kurtz  Copyright/Trademark Leadership InSight.  **IN PROCESS**

Schoenbrun  Contact Journal publishers for AAO member access.  **IN PROCESS**

Viksnins  Only first and second year students at Montreal to pay dues.  **IN PROCESS**

**November:**
Schoenbrun  Narrow search for webmaster to 3 candidates by early February 2013.  **Doing RFP instead.**

**Possibly Outstanding**

**2011 Board of Directors Action Items**

**April**

Caffery:  Contact Dr. Ryan regarding his burnout survey, and invite him to join the FDR SIG.  **(Ongoing)**

Dolan/Bence:  Contact young individuals to lead Retina  **(Ongoing)** and Glaucoma  **(DONE)** SIGs or sections

Shovlin  Send Academic Medical Center Optometrists’ SIG bylaws back for edits.