



MINUTES: 6/9/2017

TYPE OF MEETING	AANP Annual Business Meeting I
FACILITATOR	Arie Perry, MD
NOTE TAKER	Carlye Armstrong, AOE

I. Call to Order

PRESENTER	Arie Perry, MD
COMMUNICATION	<i>With a quorum of members present, President, Dr. Arie Perry, called the Annual Business Meeting I of the American Association of Neuropathologists to order at 11:50 a.m.</i>
DISCUSSION	<ul style="list-style-type: none"> • Approval of 2016 Minutes <ul style="list-style-type: none"> ○ The minutes for the 2016 Business Meetings had not been circulated in a timely manner for members to review. As such, the approval of the minutes was tabled. ○ After the 2017 Annual Business Meetings, the 2016 Business Meeting minutes were distributed to AANP voting members electronically, and were then approved via electronic vote that was closed on Thursday, June 22, 2017.

II. In Memoriam

PRESENTER	Karen M. Weidenheim, MD, Secretary-Treasurer
COMMUNICATION	<ul style="list-style-type: none"> • In the past year, leadership was made aware of the passing of AANP members and/or key members in the field of neuropathology. Their involvement with the AANP and in the field, were remembered and honored and a moment of silence was taken for the following individuals: <ul style="list-style-type: none"> ○ Ursula Slager, MD ○ Surl Nielsen, MD ○ Sidney Schulman, MD ○ James Nelson, MD ○ Yves Robitaille, MD ○ Eva Gyori, MD ○ Catherine Haberland, MD ○ Christos Katsetos, MD, PhD, MRCPath ○ Steven Bauserman, MD ○ Robert D. Terry, MD

III. Committee Reports

COMMITTEE	Awards Committee
PRESENTER	Fausto Rodriguez, MD, Chair
COMMUNICATION	<ul style="list-style-type: none"> • 21 total members on the committee • 4 new members • 219 abstracts, 64 Platform Presenters, 155 Poster Presenters <ul style="list-style-type: none"> ○ The number of abstracts in 2016 was 178, this has increased substantially for 2017 • There are 5 Awards to be judged during the meeting and awards to be given on Sunday <ul style="list-style-type: none"> ○ Neurodegenerative – Hirano Award and Terry Award ○ Neuro-Oncology – Rubinstein Award ○ Any: Experimental Neuropathology – Weil Award ○ Clinical Neuropathology (Except Neurodegeneration) – Moore Award • Dr. Rodriguez reminded members to view posters and presenters during breaks and designated poster viewing time from 4:00 – 4:45 pm on Friday, June 9 and 3:30 – 4:15 pm on Saturday, June 10.

COMMITTEE	Program Committee
PRESENTER	Sriram Venneti, MD, PhD, Chair
COMMUNICATION	<ul style="list-style-type: none"> • 16 members on the committee • Continued use of Abstract Submission Site (Sierra Bay Technologies/Precis) • 219 abstracts submitted <ul style="list-style-type: none"> ○ 124 from trainees ○ 22% increase from 2016 (178 abstracts) ○ 16% increase from 2015 (188 abstracts) • Discussion of distribution of abstract categories <ul style="list-style-type: none"> ○ Tumors and Neurodegenerative account for 61% of all abstracts submitted • 16 Session Co-Chairs/Moderators were highlighted and thanked for their service • Trainee Travel Awards to be given at the Trainee Luncheon today, Friday, June 9 include: <ul style="list-style-type: none"> ○ AANP Travel Awards <ul style="list-style-type: none"> • Hsiang-Chih Lu, Washington University in St. Louis School of Medicine • Krystal Herline, New York University School of Medicine • Eri Saijo, LPVD/RML/NIAID/NIH ○ Richard Davis Travel Award Winners <ul style="list-style-type: none"> • Timothy Richardson, University of Texas, Southwestern Medical Center • Nicholas Coley, University of California, Davis • Diana Thomas, University of Pittsburgh ○ ISN Travel Award Winners <ul style="list-style-type: none"> • Ho Keung Ng, The Chinese University of Hong Kong • Yasha T. Chickabasaviah, NIMHANS, Bangalore, India • Seong-ik Kim, Seoul National University College of Medicine • Malak Abedalthagafi, King Fahad Medical City and the Saudi Human Genome Project (KACST)
COMMITTEE	Nominating Committee
PRESENTER	Presented on behalf of Suzanne Z. Powell, MD, Chair, by Arie Perry, MD
COMMUNICATION	<ul style="list-style-type: none"> • 4 members on the committee • The Committee met earlier this year via phone conference to present this year's slate of nominees <ul style="list-style-type: none"> ○ Awards for Meritorious Contributions to Neuropathology <ul style="list-style-type: none"> • Ronald Kim, MD <ul style="list-style-type: none"> • William H. Yong, MD – Presenter • Harry Vinters, MD <ul style="list-style-type: none"> • Joseph E. Parisi, MD – Presenter ○ Executive Council Member Nominees: <ul style="list-style-type: none"> • President-Elect: Matthew Frosch, MD • Vice President-Elect: Ross Reichard, MD • VP for Professional Affairs: Doug Anthony, MD, PhD • Secretary-Treasurer: Karen Weidenheim, MD • Assistant Secretary-Treasurer: Eddie Lee, MD, PhD • Member At Large: Rebecca Folkerth, MD • Member At Large: Eileen Bigio, MD ○ Councilors to the ISN <ul style="list-style-type: none"> • E. Tessa Hedley-Whyte, MD • Adekunle Adesina, MD, PhD • Arnulf Koeppen, MD • Alexander Judkins, MD • George Perry, PhD
VOTE	<i>A motion to accept the nominations was made and seconded. The motion was approved unanimously without discussion.</i>
COMMITTEE	Membership Committee
PRESENTER	Peter Pytel, MD, Chair
COMMUNICATION	<ul style="list-style-type: none"> • 7 members on the committee • AANP Membership at a glance <ul style="list-style-type: none"> ○ 727 members ○ 467 active members

	<ul style="list-style-type: none"> ○ 49 affiliate members ○ 211 senior members ● 8 New Active Member Applications ● 22 New Affiliate Member Applications ● 15 Affiliate Members to Active Member Applications ● 9 Senior Member Applications ● 11 Cancellations ● Improving the membership database <ul style="list-style-type: none"> ○ A new database was implemented with the help of AOE ○ Work towards ensuring current member information including membership status ○ Suggest changes to the bylaws to clarify the definition of membership categories
VOTE	<i>A motion to accept the new membership and changes in membership status was made and seconded. The motion was approved unanimously without discussion.</i>
COMMITTEE	Constitution Committee
PRESENTER	Amy M. Rojiani, MD, PhD, Chair
COMMUNICATION	<ul style="list-style-type: none"> ● 4 members on the committee ● Proposed Amendments Constitution <ul style="list-style-type: none"> ○ Article 2: Purpose <ul style="list-style-type: none"> ▪ Section 2.2 – CHANGE: The science of neuropathology is understood to include the study of diverse aspects of diseases of the nervous system, including changes at tissue, cellular, subcellular and molecular levels, with a consideration of the etiology and pathophysiology, genetics, epidemiology, and clinical manifestations of such diseases. ▪ UPDATED PROPOSAL: The science of neuropathology is understood to include the study of diverse aspects of diseases of the nervous system AND ASSOCIATED STRUCTURES, including, BUT NOT LIMITED TO, PERIPHERAL AND CENTRAL NERVOUS SYSTEM, SENSORY ORGANS AND MUSCLE, TO INCLUDE changes at THE ORGAN, tissue, cellular, subcellular and molecular levels, with a consideration of the etiology and pathophysiology, genetics, epidemiology, and clinical manifestations of such diseases. ○ Article 4: Membership <ul style="list-style-type: none"> ▪ Section 4.1 – REMOVE: B: Affiliate members <ul style="list-style-type: none"> ● ADD: B: Junior members C: Associate members ● Proposed Amendments By-Laws <ul style="list-style-type: none"> ○ Article 2: Membership <ul style="list-style-type: none"> ▪ Section 2.1 – ADD: Members with clinical training would typically be expected to have completed their residency/fellowship training while basic scientists would be expected to have completed their postdoctoral fellowship training. ▪ Section 2.1 – REMOVE: and have had at least four years of specialized training and/or experience in the study of diseases of the nervous system. At least two of these years must directly concern neuropathology ▪ Section 2.2 – REMOVE: Affiliate members: REMOVE: Section 2.2a: Affiliate members shall be in one of two categories: <ul style="list-style-type: none"> i) Trainees engaged in the study of neuropathology including residents, fellow, graduate students or postdoctoral fellows. ii) Outstanding individuals who have contributed meritoriously to the field of Neuropathology but who do not hold a doctoral degree. REMOVE: Section 2.2b: If application for active membership is not submitted by trainees within one year of eligibility, the affiliate membership will be automatically rescinded, pending review by Executive Council. Affiliate members are not eligible to hold office or vote. ▪ Section 2.2 – ADD: Junior members. ADD: Junior members shall be trainees engaged in the study of neuropathology including residents, fellows, graduate students, or postdoctoral fellows. Members in this category are expected to transition to active membership after the completion of their training. Junior members are not eligible to hold positions on committees as stated in Section 6.10. Junior members may not hold office or vote. ▪ ADD: Section 2.3 Associate members Associate members shall be individuals with an interest in neurological sciences that are not currently in a training program and do not hold a doctoral degree. Associate members cannot be elected or serve as officers and councilors; they do not have voting privileges; they may serve on committees as guests at the discretion of the chair and Executive Council.

	<ul style="list-style-type: none"> ▪ CHANGE: Section 2.3: Honorary members to Section 2.4: Honorary members ▪ CHANGE: Section 2.4: Senior members to Section 2.5: Senior members ▪ Section 2.5: Senior members – ADD: “full” ▪ CHANGE: Section 2.5: Election of members to Section 2.6: Election of members ▪ Section 2.6 Election of members – UPDATE: Section 2.6a, Section 2.6b, Section 2.6c, Section 2.6d, Section 2.6e ▪ Section 2.6a – ADD: Active, Junior, Associate and Honorary membership ▪ Section 2.6b – ADD: Active, Junior, and Associate ▪ Section 6.5 – REPLACE: Affiliate with Junior ▪ Section 6.6 – REPLACE: Affiliate with Junior ▪ Section 6.7 – REPLACE: Affiliate with Junior ▪ Section 6.8 – REPLACE: Affiliate with Junior ▪ Section 6.9 – REPLACE: Affiliate with Junior ▪ Section 6.10 – REPLACE: Affiliate with Junior ▪ Section 10.1 – REPLACE: Affiliate with Junior and Associate
DISCUSSION	<ul style="list-style-type: none"> • Discussion regarding the length of notice arose – the Constitution states that for any changes to the Constitution requires notice 4 weeks preceding the Annual Business Meeting. • Changes were circulated before the meeting via email, but after the Executive Council meeting on 6/8/2017, there were some slight changes. • Dialogue ensued for the consideration of change to ACGME accreditation: <ul style="list-style-type: none"> ◦ Insert Canadian as well and broaden the description (international equivalent) • Members felt the notice was appropriate and the slight changes affected the By-laws mostly, not the Constitution changes.
VOTE	<i>A motion to accept the proposed changes to the Constitution and By-Laws was made, seconded, and passed unanimously without further discussion.</i>
COMMITTEE	Education Committee/Assistant Secretary-Treasurer
PRESENTER	R. Ross Reichard, MD, Chair
COMMUNICATION	<ul style="list-style-type: none"> • 2016 – 2017 Overview <ul style="list-style-type: none"> ◦ Semi-annual meeting took place in Dallas February 2017 ◦ 3-year contract with Hyatt Regency was secured (year 1 of 3) ◦ 4-year audio-visual contract with PSAV was secured (year 2 of 4) ◦ Membership Survey rationale was discussed ◦ Self-Assessment Modules (SAMs) bundle and update was discussed ◦ ACCME Reaccreditation – the AANP submitted materials in late December 2016 and are awaiting a decision to come end of July 2017 • Save the Date <ul style="list-style-type: none"> ◦ 94th Annual Meeting: June 7-10, 2018 at the Hyatt Regency Louisville ◦ 95th Annual Meeting: June 6-9, 2019 at the Grand Hyatt Atlanta • AANP Annual Meeting Attendance from 2001-2016 was displayed graphically • Semi-Annual Meeting – February 27, 2017 areas of discussion: <ul style="list-style-type: none"> ◦ 2016 Annual Meeting Assessment ◦ 2017 Annual Meeting ◦ SAM Development and Maintenance ◦ USCAP Companion Society Meeting ◦ Neuropathology in Undergraduate Medical Education-Discussion initiated ◦ ACCME Reaccreditation • 2016 Annual Meeting Assessment <ul style="list-style-type: none"> ◦ Overall Meeting Quality Evaluation, broken down into five categories on a 1 to 5 scale <ul style="list-style-type: none"> ▪ Information was Pertinent – 4.67 ▪ Teaching was Effective – 4.52 ▪ Information was Current – 4.74 ▪ Information was Scientific – 4.70 ▪ Activity was Organized – 4.64 ◦ Based on what I learned today, I will improve my research/practice by incorporating the following (check all that apply), 5 categories based on percentage <ul style="list-style-type: none"> ▪ Improved diagnosis/patient assessment – 92.6% ▪ Useful therapies and appropriate uses – 22.1% ▪ Cutting-edge science in this therapeutic area – 47.5% ▪ Best practices of my colleagues and leaders – 62.7% ▪ I do not plan to make any changes to my practice at this time – 2.3% • Overview of Educational Processes <ul style="list-style-type: none"> ◦ Membership Survey ◦ Course Planning & Speaker Selection

	<ul style="list-style-type: none"> ○ Needs Assessment/Gap Analysis ○ Invite Speakers and Collect Materials ● Membership Survey <ul style="list-style-type: none"> ○ It is NOT a test ○ Purpose is to gauge areas of educational need amongst AANP members ○ The data gathered from the membership survey is crucial to documenting professional practice gaps and underlying educational need for our accreditation board (ACCME) ○ Conducted the Winter 2016 Membership Survey in January 2016 which served as key needs assessment data for planning the 2017 Annual Meeting ○ Conducted the Fall 2016 Membership Survey in October 2016 which will serve as key needs assessment data for planning the 2018 Annual Meeting ● Self-Assessment Modules <ul style="list-style-type: none"> ○ Official SAMs provider for neuropathology ○ Completed annual submission of SAMs to the American Board of Pathology as well as submission of Evidence of Compliance ○ Offered SAMs bundle: \$150 for unlimited access to SAMs from 12/01/2016 through 12/31/2017; 72 purchased ○ 10 Journal-Based SAMs currently available ○ New Self-Assessment Modules: <ul style="list-style-type: none"> ▪ 7 Annual Meeting SAMs ▪ 5 Journal-Based SAMs in development ▪ 3 additional journal articles for SAM development ○ 2017 Annual Meeting Self-Assessment Modules <ul style="list-style-type: none"> ▪ <i>Special Course</i> ▪ <i>Presidential Symposium</i> ▪ <i>Parisi Lecture</i> ▪ <i>DeArmond Lecture</i> ▪ <i>Korey Lecture</i> ▪ <i>Moore Lecture</i> ▪ <i>Diagnostic Slide Session</i> ○ USCAP Companion Society Meeting <ul style="list-style-type: none"> ▪ March 4-10, 2017 in San Antonio ▪ Maria Martinez-Lage, MD and Murat Gokden, MD, organized and executed a successful Companion Society Meeting ○ ACCME Reaccreditation <ul style="list-style-type: none"> ▪ Submitted Self-Study and Performance-in-Practice in December 2016 ▪ ACCME Interview February 2017 ▪ Accreditation Decision: July 2017 ○ Summary: CME <ul style="list-style-type: none"> ▪ ACCME re-accreditation 2012 (Thanks Jack Lee, Chuck White, AOE) ▪ Constitution update <ul style="list-style-type: none"> ● Assistant Secretary-Treasurer also Chair of Education Committee ● Aligns CME activities ▪ Developed Journal-based SAMs ▪ Goal: meet AANP members CME/SAMs needs ▪ Added annual SAMs access: 72 registered ▪ ACCME re-accreditation ○ Summary: Meeting <ul style="list-style-type: none"> ▪ Added meeting planner ▪ Multi-year hotel contract at stable year-to-year cost (food and beverage minimum) and A/V contract ▪ Developed meeting budget ▪ Added features to meeting, including app ▪ Meeting attendance and hotel reservations increasing ▪ Marked increase in meeting exhibitors
--	--

IV. JNEN Update

PRESENTER	Michael Hart, Editor-in-Chief, <i>Journal of Neuropathology & Experimental Neurology</i> and AANP Archivist
COMMUNICATION	<ul style="list-style-type: none"> ● Dr. Hart has been Interim Editor-in-Chief since January 2017 ● A request for applicants was sent out in hopes to find a replacement by July 2017 ● Goal: Increase the number of manuscripts/papers in the <i>JNEN</i> <ul style="list-style-type: none"> ○ Julia McDonnell and Chloe, with OUP, presenting at the <i>JNEN</i> breakfast <ul style="list-style-type: none"> ▪ They will hand out business cards to platform and poster presenters to solicit submission of paper/manuscript to the Journal

	<ul style="list-style-type: none"> • New Initiatives: <ul style="list-style-type: none"> ○ Publishing of the Presidential Symposium and the Special Course in <i>JNEN</i>, will be worked on over the next year • Archives reside in Madison, WI <ul style="list-style-type: none"> ○ There are typically 8-12 requests per year for items in the archives ○ As a reminder, do not hesitate to ask for items that may be needed • Recognition of for <i>JNEN</i> Editor-in-Chief Dr. Ray Sobel took place in tandem with recognition from the AANP President, Dr. Arie Perry
--	--

V. ISN Updates

PRESENTER	Dr. Shigeo Murayama, Secretary General ICN2016 and Dr. Seth Love, Editor Brain Pathology
COMMUNICATION	<ul style="list-style-type: none"> • This communication began with a video and slides, presented by Dr. Murayama to promote the ICN meeting in Tokyo (19th ICN), September 23-27, 2018 <ul style="list-style-type: none"> ○ Attendees will participate in hot topic discussions and discover cutting-edge research • Dr. Seth Love discussed highlighted work of the ISN over the past 2 years <ul style="list-style-type: none"> ○ Awarded 23 travel bursaries for those based in low and middle-income countries ○ 4 attendees of the 93rd Annual Meeting were presented with ISN Travel Awards in the amount of approximately \$2,800 ○ Provided books as poster prizes ○ Given support to inaugural India, Neuropathology meeting ○ Given support for ISN books at the European Congress <ul style="list-style-type: none"> ▪ Dr. Francoise Gray apologizes for not being able to attend and has confirmed that <i>Developmental Neuropathology</i> was sent to the publishers in March ▪ The next book will be <i>Pathology and Genetics of CNS</i> ▪ Matthew Frosch is the Series Editor for ISN books ○ The Council of the ISN approved Dr. Love's nomination to take over presidency, and Dr. Love will step down as editor of Brain Pathology to take on this new role

VI. Adjournment

PRESENTER	Arie Perry, MD
VOTE	<i>With no further items to discuss, Dr. Perry called for a motion to adjourn. The motion to adjourn was made, seconded, and passed unanimously with no discussion.</i>



MINUTES: 6/10/2017

TYPE OF MEETING	AANP Annual Business Meeting II
FACILITATOR	Arie Perry, MD
NOTE TAKER	Sarah Schott

I. Call to Order

PRESENTER	Arie Perry, MD
COMMUNICATION	<i>With a quorum of members present, President, Dr. Arie Perry, called the Annual Business Meeting II of the American Association of Neuropathologists to order at 11:20 am.</i>

II. Officer Reports

OFFICER	Vice-President for Professional Affairs – Kathy Newell, MD
COMMUNICATION	<ul style="list-style-type: none"> • Listed 9 current members <ul style="list-style-type: none"> ○ Thanks for years of service ○ 4 members are graduating off the committee • Membership Survey <ul style="list-style-type: none"> ○ Goal: Base educational offerings on data collected from the membership ○ ACCME-driven requirement for CME ○ Assess and document <ul style="list-style-type: none"> ▪ Professional practice gaps ▪ Educational needs of membership ▪ Results utilized for topic areas for future annual meetings ○ Survey content sources <ul style="list-style-type: none"> ▪ AANP Education Committee meetings ▪ Prior evaluations/surveys • Fall 2016 AANP Membership Survey <ul style="list-style-type: none"> ○ Link sent via email to AANP membership: <ul style="list-style-type: none"> ▪ Survey period: October 26-December 2, 2016 ▪ 115 respondents provided responses to 23 questions ○ Clinical Assertion Statements <ul style="list-style-type: none"> ▪ CNS neoplasms ▪ Neurodegenerative and age-associated neuropathology ▪ Ethics ▪ Changes in current health care practice ▪ Accreditation and quality ▪ Emerging technologies ▪ Medical school curriculum and neuropathology teaching time ▪ Write in comments for future education formats, SAM topics ▪ JNEN survey ○ Analysis <ul style="list-style-type: none"> ▪ Areas for additional education for members ▪ Helpful responses emerged regarding teaching neuropathology to medical students ▪ Need for CME and SAMs ▪ Helpful feedback on JNEN • 2016 Fall Survey <ul style="list-style-type: none"> ○ Emerging Technologies ○ Neuropathology in Medical School Education ○ JNEN Survey

	<ul style="list-style-type: none"> <ul style="list-style-type: none"> <ul style="list-style-type: none"> ▪ How often does a subscriber read <i>JNEN</i>? ▪ Rank what subscriber is looking for most in <i>JNEN</i> ○ Past membership surveys (2007-2016) are on the AANP website, www.neuropath.org/survey <ul style="list-style-type: none"> ▪ AANP website, About Us, Professional Affairs, Survey • May 2017: AANP Letter of Support for the National Prion Disease Pathology Surveillance Center (NPDPS)C • Trainee Luncheon <ul style="list-style-type: none"> ○ June 9, 2017 ○ Annual event sponsored by <i>JNEN</i> ○ Agenda <ul style="list-style-type: none"> ▪ Welcome by host, Suzanne Powell ▪ <i>JNEN</i> overview presented by Ray Sobel ▪ Neuropathologist Panel: Job Market ▪ Travel Awards ▪ Book Raffle ▪ Mingle time over dessert with Executive Council • Welcome the new Professional Affairs Committee Chair, Douglas Anthony, MD, PhD
--	---

OFFICER

Secretary-Treasurer – Karen M. Weidenheim, MD

COMMUNICATION

- Executive Council is the authority for financial management of AANP. The Secretary-Treasurer is responsible to the Executive Council as well as to the Membership.
 - Executive Council = Officers including the President, President-Elect, Vice-President, Vice-President elect, Editor-in-Chief of the *JNEN*, 3 immediate past presidents, 2 members-at-large
 - Leadership may not receive remuneration for their work (Constitution, 9.2)
 - This year, Executive Council has consulted legal counsel to assess the quality of our governance documents and to recommend improvements as necessary
 - Purpose of this review is to ensure compliance with contemporary governance practices that may impact our status as a 501c(3) non-profit organization
 - 501c(3) status allows us to remain tax-exempt and to solicit charitable contributions
- Executive Council = “Fiduciary” with legally defined duties to AANP
 - Fiduciary = “Person of Trust” obligated to act with trust, good faith and honesty on behalf of the organization
 - Care: Be aware of all information relevant to a given issue, ensure sufficient internal controls to ensure that information is complete and accurate; seek advice as necessary from legal or financial advisors; maintain records of deliberations and meetings
 - Loyalty: Act in good faith in the best interest of the organization; no personal benefit from position in the organization
 - Obedience: Carry out the purpose and mission of the organization as expressed in the governance documents
 - Fiduciaries may be held personally liable for failure to carry out the above noted duties
- Practical aspects of Financial Management of AANP
 - Executive Director (AOE)
 - Brandy Lewis is our lead consultant on financial matters
 - Accountant (Mr. James Lawyer)
 - Legal Counsel (Mr. William Wiese)
 - Secretary-Treasurer
 - Assistant Secretary-Treasurer
 - Editor in Chief manages *JNEN* finances
 - Managing Editor, Accountant, Legal Counsel
 - Financial reports by the Secretary-Treasurer are presented to Executive Council quarterly
 - Executive Council must approve the budget, i.e. oversee the use of all AANP monies
 - This oversight must be evident in the Minutes of our Quarterly meetings
 - Standard management practice for non-profit organizations
- Management of day to day cash flow
 - Executive Director receives bills, reviews bills with the Secretary-Treasurer, and pays them after approval by the Secretary-Treasurer
 - *JNEN* manages its own finances
 - Web access to our bank accounts
 - Chase Bank: Operating account (checking)
 - Raymond James Financial Services (investment accounts)

- Bank statements are always available
- Transaction records are readily available
- Quick Books: Cloud-based accounting system
 - Designed for small business
 - Must be “tuned” for an academic society
- Cloud-based financial filing system
 - Invoices
 - Bank statements
 - Tax data
- Current Financial Status
 - General administration, Journal monies, Diagnostic Slide Session, & Annual Meeting Activities
 - Because our Journal has done so well, we also experienced a net increase in monies for 2016
 - We are being very careful in our cash flow management
 - Our margin for some activities, such as the Annual meeting, is very small
 - Must meet our obligations in a timely manner
- Ongoing cash flow issues
 - All AANP activities must break even
 - That includes the Annual Meeting
 - Our Journal is a good example of excellent management
 - Our Journal shows a profit
 - Dr. D. Anthony and the Website Committee have enhanced our website
 - Website integrates with MemberClicks, which service we use for collection of dues and other fees
 - AOE has obtained favored status for us from Hyatt, that means we pay much less cash to them *before* the meeting, and pay the bulk of our meeting bill *after* the meeting
 - Careful management of cash flow required to minimize expenses, maintain quality of our educational mission, and maximize income
- Annual Meeting is the Biggest Expense
 - Thank you, Dr. Reichard
 - The registration fees for the meeting must cover the cost each year
 - We are in the first year of a 3-year contract with Hyatt
 - AOE negotiated this contract with “discounts” on food/beverage with the multiyear contract
 - Current practice for negotiating these contracts is that our group must contract for a given number of rooms and a minimum amount of food/beverage service
 - Then, the meeting spaces are “free.”
 - This practice explains why breakfast is served every morning
 - It is fair that all Members/Registrants share in the food/beverage service
 - If enough Members do not stay in the hotel, we will pay a penalty
 - Since we have a 3-year contract, we get an audiovisual service “discount” when we use Hyatt’s vendor
 - We will save money wherever we can but we will maintain quality of the scientific/educational activities
- AANP’s Mission: Education for Neuropathologists at all levels
 - Largest educational expense is maintaining our accreditation to provide CME that is focused on Neuropathology
 - Accreditation Council on Continuing Medical Education (ACCME) regulations must be fulfilled
 - AOE contract for this purpose
 - Dr. Reichard and the Education Committee receive no remuneration for their considerable efforts on our behalf
 - Most of their work takes place behind the scenes during the academic year
 - Their annual meeting in Dallas is well worth the cost
 - Thank you to Dr. White for keeping expenses of this meeting low
- AANP Website (thank you Web Committee) Finally Works
 - Basic information about our Association
 - Membership/member roster
 - Meeting-related activities
 - News
 - Payments for dues, CME activities, charitable contributions
 - Tracking payments is much easier with the new website
 - Critical for accurate financial management
 - Visibility to others
 - Colleagues, including other pathologists
 - Trainees

	<ul style="list-style-type: none"> ▪ Society at large (what we do is interesting and important) ▪ Like AANP on Facebook and share with friends • The Future <ul style="list-style-type: none"> ○ Transparent approach to financial affairs ○ Compliance with applicable regulations <ul style="list-style-type: none"> ▪ There are many applicable regulations in 2017 ○ Policy Development: <ul style="list-style-type: none"> ▪ Business Expense Policy ▪ Policy for investments ○ Please, if you are actively working in our field, pay your dues and get involved ○ Visibility in your local venue is important ○ “Like” AANP on Social Media
DISCUSSION	<ul style="list-style-type: none"> • A member raised an issue regarding the audio-visual services quality <ul style="list-style-type: none"> ○ Dr. Weidenheim stated that this would be addressed with the vendor • It was stated by a member that the Annual Meeting registration fees for Trainees is high <ul style="list-style-type: none"> ○ While fellows can handle the fee, it seems that the fee is high for residents, particularly in comparison to other organizations. ○ Dr. Weidenheim stated that when we can afford it, we may decrease the fee for residents. • Suzanne Mirra raised the question as to whether or not the association has officer's insurance <ul style="list-style-type: none"> ○ Dr. Weidenheim assured Dr. Mirra that the AANP is working on this
VOTE	<p><i>A motion was made to approve the Secretary-Treasurer's Report. This motion was seconded and approved unanimously.</i></p> <p><i>Dr. Hedley-White noted that the minutes from last year were not circulated; they must be in order for there to be a motion to accept the minutes.</i></p>
PRESENTER	Vice-President – Cheryl A. Palmer, MD
COMMUNICATION	<ul style="list-style-type: none"> • Dr. Palmer did not have a report to present to membership
PRESENTER	Vice-President Elect – Daniel J. Brat, MD, PhD
COMMUNICATION	<ul style="list-style-type: none"> • 2018 Annual Meeting Planning with President-Elect, Elizabeth Cochran, MD • R13 Grant <ul style="list-style-type: none"> ○ Identify speakers for Special Course: Neuropathology of Aging ○ Identify and invite selected speakers: <ul style="list-style-type: none"> ▪ Presidential Symposium ▪ Special Course (Part 2): Update on Molecular Analysis of Brain Tumors ▪ Named Lectures ▪ What Every Neuropathologist Needs to Know
PRESENTER	President – Arie Perry, MD
COMMUNICATION	<ul style="list-style-type: none"> • Search for new <i>JNEN</i> Editor-in-Chief <ul style="list-style-type: none"> ○ In accordance with bylaws, created a search committee for new editor (7 senior members, including last EIC and Senior Associate Editors) ○ RFA sent to AANP membership in July 2016 ○ Interim EIC (Dr. Michael Hart) selected following search ○ Another RFA sent out in May 2017 ○ Applications now being accepted with anticipated new EIC to be named soon for 5-year term with potential renewal for second term (up to 10 years) • Highlights of 2016/17 and Special Thanks – Focused Efforts and Successes <ul style="list-style-type: none"> ○ Professionally run meeting, while fulfilling educational goals in clinical and scientific advances (thanks to AOE and many others!) ○ Help in organizing the Special Course, Named Lectures, and Presidential Symposium <ul style="list-style-type: none"> ▪ Cheryl Palmer ▪ Eric Huang ▪ Ross Reichard and the Education Committee ○ Improved financial transparency and health (thanks mostly to Dr. K. Weidenheim) ○ Strikingly enhanced website (thanks to Dr. D. Anthony and committee)

	<ul style="list-style-type: none"> ○ Expanded travel awards from ISN (special thanks to Drs. Seth Love and David Hilton) ○ Establish and promote social media outlets (thanks to Dr. B. Moore and committee) ○ Attract new submissions for Affiliate Membership (Dr. Pytel and committee) and Abstracts (Dr. S. Venneti and committee) ○ First time affiliate member participation in committees ● Highlights of 2016/17 and Special Thanks – Areas for Continued Effort <ul style="list-style-type: none"> ○ Further enlarge membership base, meeting participation (especially by trainees), and our SAMS/CME efforts ○ Consider smaller, more interactive meeting(s) in Winter or early Spring ○ Attract additional sponsors and exhibitors ○ Solicit more contributions to society and named lectureships for greater financial health ○ Further expand JNEN's impact and appeal to authors
PRESENTER	President Elect – Elizabeth Cochran, MD
COMMUNICATION	<ul style="list-style-type: none"> ● AANP Meeting 2018 – Louisville, Kentucky <ul style="list-style-type: none"> ○ Meeting Program <ul style="list-style-type: none"> ▪ Special Course <ul style="list-style-type: none"> ● Part 1: Neuropathology of Aging ● Part 2: Update on Molecular Analysis of Brain Tumors ▪ Presidential Symposium <ul style="list-style-type: none"> ● Emerging Technologies in Neuropathology

III. Diagnostic Slide Session

PRESENTER	Caterina Giannini, MD, PhD, DSS Moderator
COMMUNICATION	<ul style="list-style-type: none"> ● DSS Website – Thank you, Dr. Anthony and Dr. Clayton ● DSS – Case Submission <ul style="list-style-type: none"> ○ Ten cases will be presented chosen among 46 new submissions ○ Submitted cases covered a wide spectrum of pathology with a predominance of tumors, but also <ul style="list-style-type: none"> ▪ Vascular, muscle, developmental and infectious disorders ▪ Neurodegenerative diseases are still uncommon ○ Eight (of 10) presenters are neuropathology trainees <ul style="list-style-type: none"> ▪ These individuals will be considered for the Bailey-Riggs award ● DSS – Virtual slides & Glass Slide Boxes <ul style="list-style-type: none"> ○ Cases are available by virtual imaging (scanned at x40) ○ Of the 10 selected cases: <ul style="list-style-type: none"> ▪ Five (50%) had sufficient material for the “glass slide boxes” including 3 autopsy and 2 surgical cases ▪ Eighty-six boxes were made: <ul style="list-style-type: none"> ▪ 1 set is in the microscope room ▪ Please leave the box there! ○ We have adjusted shipping prices outside the US ○ We will not be able to ship to Australia in the future ○ There have been challenges gathering material for the “glass slide boxes” this year ○ We will continue to make them available for now ● DSS 2017 <ul style="list-style-type: none"> ○ Selection made independently from “tissue availability” for glass slides based on: <ul style="list-style-type: none"> ▪ Interest of the cases ▪ Degree of documentation ▪ Slide quality ▪ How the cases fit together ● Special Thank You: <ul style="list-style-type: none"> ○ Carlye Armstrong and AOE ○ Cassie Crary from Mayo ○ AANP Education Committee ○ Rebecca Folkerth, DSS manager

IV. Website Update

PRESENTER	Chair of Website – Douglas Anthony, MD, PhD
COMMUNICATION	<ul style="list-style-type: none"> • 20 members of the Website Committee, inclusive of <i>ex-officio</i> members • Highest Priorities <ul style="list-style-type: none"> ○ Need CMS (Content Management System) to be able to edit and update ○ Add graphics/images (more attractive “landing page”) ○ Jobs board for fellows, faculty ○ Share information with members (e.g. meetings, news) ○ Better and more educational resources on web ○ Move dues renewal, meeting registration online ○ Engage membership through web and social media • June 2016 <ul style="list-style-type: none"> ○ Contracted with MemberClicks for website ○ Moved and updated web content of neuropath.org ○ Added images/graphics (including “humanizing” site) ○ Responsive design (phones, tablets) ○ Trained “editorial” team (4 admins, 4 web authors) ○ Consolidated and updated membership database • June 2017 <ul style="list-style-type: none"> ○ Implemented membership database ○ Membership renewal online through neuropath.org ○ Implemented meeting registration through neuropath.org ○ Enhanced and expanded menu; posted FAQs ○ Added DSS pulldown menu ○ Moved and updated DSS content (images remain at pitt.edu) ○ Added SAM content (still hosted at neuropath-education.org) ○ Added first two AANP online videos • Website Highlights <ul style="list-style-type: none"> ○ Home tab, Login, Menu bar, Home page, News <ul style="list-style-type: none"> ▪ Menu bar submenus ▪ Second tier of menus ○ In Memoriam • Membership Engagement <ul style="list-style-type: none"> ○ 467 regular members ○ 211 senior members ○ 49 affiliate members • Social Media <ul style="list-style-type: none"> ○ Twitter (1475 followers) ○ Facebook (1205 followers) ○ LinkedIn (244 followers) ○ Instagram (171 followers) ○ Neuropathology blog – Dr. Moore (168 followers) • Plans for next year: <ul style="list-style-type: none"> ○ Process feedback from Annual Meeting ○ Improve committees and communication/e-lists ○ Expand frequency of social media ○ Review of LMS (Learning Management System) options/education modules ○ Work with DSS on best design for database of cases ○ Long-term ideas: Single-logins, member services/education

V. National Prion Disease Pathology Surveillance Center

PRESENTER	Mark Cohen, MD
COMMUNICATION	<ul style="list-style-type: none"> • May 2016 – April 2017 <ul style="list-style-type: none"> ○ AANP members submitting to NPDPS: 61 ○ Tissue samples submitted by AANP members: 178 ○ Percentage of NPDPS cases submitted by AANP members: 41% • NPDPS Wall of Fame (May 2016 – April 2017) was presented • Future: <ul style="list-style-type: none"> ○ NPDPS 5-year renewal will focus on old and new diseases, potential zoonosis like CWD, and the potential transmissibility of amyloid pathology in CJD

	<ul style="list-style-type: none"> ○ Encouragement to continue to send interesting cases • Thanks for the AANP support
--	--

VI. Old Business, New Business, Recognition

PRESENTER	President – Arie Perry, MD
COMMUNICATION	<ul style="list-style-type: none"> • Old Business <ul style="list-style-type: none"> ○ None • New Business <ul style="list-style-type: none"> ○ Approval of <i>2016 Annual Business Meeting Minutes</i> were tabled. The minutes are to be sent electronically <ul style="list-style-type: none"> ▪ After electronic voting, the <i>2016 Annual Business Meeting Minutes</i> were approved on 6/22/2017 and the AANP membership was notified • Recognition of out-going Executive Council members: <ul style="list-style-type: none"> ○ Vice President: Dr. Cheryl Palmer ○ Asst. Secretary-Treasurer: Dr. Ross Reichard ○ VP for Professional Affairs: Dr. Kathy Newell ○ Former President: Dr. Tony Yachnis

VII. Adjournment

PRESENTER	President – Arie Perry, MD
COMMUNICATION	<i>A motion to adjourn the 2017 Business Meeting II was made and seconded. The motion was approved unanimously without discussion at 12:15pm.</i>