

DRAFT – NOT YET APPROVED

ACADEMY OF CONSULTATION-LIAISON PSYCHIATRY

MINUTES 2018 ANNUAL BUSINESS MEETING

Saturday, November 17, 2018, 4:45–5:30 PM
Caribe Royale, Orlando, FL

1. **Call to Order/Establishment of Quorum:** Dr. Rundell, president, called the meeting to order at 4:45 PM local time and requested Dr. Bialer, secretary, announce the establishment of a quorum for the conduct of business.

Dr. Bialer reported that, as of the date of the meeting, the Academy has a total of 1225 voting members, thereby requiring 123 to establish a quorum to conduct the business of the Academy. 156 proxies were received prior to the meeting; of this, 1 was discarded as incomplete/spoiled, leaving the remaining assignments: 146 proxies that appoint the Secretary the right to act as proxy on their behalf, or a designate if s/he is not available; the remainder to assorted Academy members (the list was displayed for meeting attendees). Counting the 46 members present at the meeting with proxy forms received, a quorum for the conduct of the organization's business was declared as having been established.

2. **Minutes:** Dr. Rundell called for approval of the minutes of the November 2017 APM Annual Business Meeting. By show of hands, a motion to approve the minutes as presented was made, seconded and carried.
3. **President's Report:** Dr. Rundell reflected on the past year and thanked everyone for their support during his presidency. He thanked Dr. Wichman, chair of the Annual Meeting Program Committee, and all the members of her committee and subcommittees for their excellent work making this year's meeting such a success, remarking on the 1066 attendees for the meeting. Dr. Rundell concluded his remarks by thanking all ACLP volunteers and members for making his year as president so memorable.
4. **Treasurer's Report:** Dr. Tiamson-Kassab reported that the Academy is in good financial condition, with total net assets as of September 30 of \$2million and a reserve fund of \$1.57million, and had received a clean report from independent auditors for 2017.
5. **Secretary's Report:** Dr. Bialer reviewed the following bylaw amendments:
 - The nomenclature for the Academy's leadership body is amended from Council to Board of Directors;
 - The chair of the Foundation will no longer be an ex officio member of the Board of Directors; instead, the chairperson of the APA's Council on Consultation-Liaison Psychiatry, and the Academy's representative to the APA's Assembly Committee of Representatives of Subspecialties and Sections (ACROSS) will be ex officio members of the Board of Directors, without vote;
 - The process by which the Foundation officers and directors are selected has been incorporated into the Academy's bylaws; delegates the formation of the slate of candidates to the Nominating Committee;
 - An Audit Committee has been created as a new standing committee.

By show of hands, a motion to approve the bylaw amendments as presented was made, seconded and carried by a majority vote of those present, including proxy votes.

Dr. Bialer concluded his report by noting the creation of a new Governance section of the website that organized a range of internal documents for interested members.

6. **Membership Report:** Dr. Pao, chair of the Membership Committee, reported that the Academy now has 1577 members, a nearly 10% increase over last year's number at this same time.
7. **Editor's Report:** Dr. Theodore Stern, editor, reported that the journal is in very good shape, with best-ever submission acceptance time, excellent reviewers, and high numbers of citations and downloaded articles.
8. **Nominating Committee Report:** By acclamation, a motion to approve as presented the following slate of candidates for officers and board directors was made, seconded and carried:

President-elect: Michael Sharpe, MD, JD, FACLP

Vice President: Maria Tiamson-Kassab, MD, FACLP

Treasurer: Philip Bialer, MD, FACLP

Secretary: Maryland Pao, MD, FACLP

Board directors: Madeleine Becker, MD, FACLP, second 3-year term
Paul Desan, MD, PhD, FACLP, second 3-year term
Terry Rabinowitz, MD, DDS, FACLP, first 3-year term
Ann Schwartz, MD, FACLP, first 3-year term
E. Sherwood Brown MD, PhD, FACLP, to fill unfinished term vacated by Dr. Pao

9. **Old Business/New Business:** Dr. Rundell reported that there was no old or new business to discuss.
10. **Transfer of the Gavel:** Dr. Rundell presented a gavel to Dr. Brendel to mark her assumption of the office of president and wished her success in the role. Dr. Brendel reflected on the achievements and leadership of Dr. Rundell while in office and assured the members present that she would keep the positive momentum going. She presented Dr. Rundell with a plaque acknowledging his service.

By show of hands, a motion to adjourn the meeting at 5:30 PM was made, seconded and carried.