

Northern New England Neurological Society
Annual Business Meeting Agenda
October 22, 2021
South Portland, Maine

Attendance: Alissa Thomas, Gregory Holmes, Vijay Thadani, Barbara Nye, Lindsay Schommer, Katherine Martin.

In absentia: Barbara Jobst, Nancy Solis

1. Annual Meeting Statistics

The 2021 meeting had 28 NNENS registered attendees with an additional 19 registered speakers.

NFTNN had 43 registered attendees.

The meeting had 21 registered vendors, most with 2 participants per table.

We are awaiting final billing to calculate the cost of the meeting, but anticipate that this meeting will net positive between \$4000 and \$5000.

Increased costs for this year's meeting included:

- 2 outside speakers with airfare, hotel, and honorarium. Increased honorarium to \$1000.
- Hotel cost for speakers
- Honorarium for residents and fellow of \$200 per speaker x 4 for NNENS
- We had 3 residents and 1 fellow speak at NNENS and 1 resident speaker at NFTNN. We discussed was to increase resident and fellow engagement. Dr. Thadani suggested covering all costs, including NNENS registration and 2 nights at the hotel for any resident or trainee participant. This was agreed by the board and will go into effect for this meeting

We discussed possible 2022 Annual Meeting Locations, including StoweFlake in Stowe, VT, Portsmouth NH, or North Conway NH. We have not yet contracted a 2022 venue.

2. Financial Report

NNENS Account is through People's United Bank in Burlington. The balance from the April 2021 bank statement is \$55,224.

We have a discussion about how to use NNENS funds including the following possibilities:

- Hire a business person for the society to maintain accounts, membership review, newsletters
- Grant program for NNENS members
- Scholarship for student research
- Hotel costs for student, resident and fellow participants
- Hire a marketing person to increase social media presences and engage membership

The members felt that the most important objective for NNENS for the coming term is to increase active membership so we have a group of active members who could participate in the Society board of directors in the future. We would like to potentially use some funds to hire someone to help organize the mailing list for the society, contact all Neurologists in Maine, NH, and VT for membership. Reconsider an application process for members with application or CV submission, and reconsider dues with an incentive to pay dues such as decreased registration fee for the annual meeting. We would like to see all Neurologists in the northern New England region consider themselves members.

3. Insurance Policies

We discussed a possible future expense of Directors and Officers Insurance. We would like to continue to purchase conference insurance for the annual meeting.

4. Review of Bylaws

We worked with the Vermont Medical Society to rewrite the bylaws for NNENS. We reviewed the updated bylaws. Two changes were suggested to the new version as follows:

- In the active member category, include non-physician neuroscientists
- In the associative member category, limit to interested parties in pharmaceuticals and industry.

Dr. Holmes motioned to approve the bylaws and Dr. Thadani seconded the motion. The members unanimously voted to accept the new bylaws with the edits noted above (see attachments for redlined version of the bylaws and clean version).

5. Naming of Officers

The Board reviewed the plan for Officers for 2022-2023. The President is expected to be involved in planning the 2022 and 2023 annual meetings and work with the Board to maintain the Society's operations, as outlined in the Bylaws. Dr. Barbara Nye was named President-Elect at the 2020 annual meeting. Dr. Nye stated that she is happy to accept the presidency, but she shared that she has recently accepted a new position in North Carolina and will not be in New England after December 2021. The Board reviewed the bylaws, which state that Active members can hold office and Active members must be interested in educating neurologists in Maine, New Hampshire, and Vermont. The bylaws do not state that Officers need to live in New England or practice in New England. Dr. Holmes motioned to approve Dr. Nye as President for the full two-year term. Dr. Thadani seconded to motion. The Board and active members voted to approve. We discussed that Dr. Nye may choose to name a Program Committee to help with meeting planning and other Committees as needed to help support her duty as president. We discussed that if Dr. Nye is unable to complete her duties as President at any point during the two-year term, then the Board and membership would need to select a President-Elect, who, in accordance with the Bylaws, would assume the Presidency for the remainder of the term and the subsequent term.

In followed up to item 2 on the agenda, we discussed the possibility of hiring a media person and/or business manager for the meeting. We discussed that this should likely be a separate role from the Officers on the Board.

President: Barbara Nye

Secretary: Nancy Solis

Treasurers: Barbara Jobst and Gregory Holmes

Past President: Alissa Thomas

President Elect to be selected at 2022 meeting

Meeting adjourned.