



Texas Society
of the
American College of Osteopathic Family Physicians
Annual Report
Fiscal 2023

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Agenda – Annual Membership Business Meeting, Saturday, June 15, 2024

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1. Call to Order – David C. Mason, DO, FACOFP, CPPS - President
2. Pledges - Carol Browne, DO, FACOFP, Immediate Past President
3. Invocation – Rebecca Daley, DO – Governor
4. Welcome & Introductions - David C. Mason, DO, FACOFP, President
5. President’s Report - David C. Mason, DO, FACOFP, President
6. Secretary’s Report -Approval of Minutes 2023 Annual Membership Business Meeting – Sujan Gogu, DO, President-elect
7. Treasurer’s Report - Sujan Gogu, DO, President-elect
  - A. Profit and Loss Statement 2023, Fund Balances
  - B. Proposed Budget 2025
8. Nominating Committee Report – David Mason, DO, FACOFP – President
  - A. 2024-2025 Proposed Slate of Officers
  - B. Nominations from the Floor
  - C. Recording of Delegates to the ACOFP 2024 Congress of Delegates

April 2, 2025 – Palm Springs, CA
9. Adjournment

# Secretary's Report: Minutes 2023 Annual Membership Business Meeting

*Texas ACOFP Annual Membership Luncheon & Business Meeting  
Friday, June 9, 2023 – University Incarnate Word School of Osteopathic Medicine, San Antonio,  
Texas*

## **1. Welcome & Introductions – Carol S. Browne, DO, FACOFP – President**

- *David J. Park, DO, FACOFP – ACOFP President-Elect*
- *All Past Presidents, ACOFP, Texas ACOFP*
- *All Past Officers and Board Members, Texas ACOFP*

## **2. Invocation & Pledges**

*Invocation – Rebecca Daley, DO – Governor*

*Pledge of Allegiance, Osteopathic Pledge – Carol S. Browne, DO, FACOFP – President*

## **3. Call to Order - Carol S. Browne, DO, FACOFP – President**

*Meeting was called to order by Carol S. Browne, DO, FACOFP – President*

## **4. Secretary and Treasurer's Reports – Stephen L. McKernan, DO, FAAFP, FACOFP**

- *Approval of Minutes from the 2022 Annual Membership Business Meeting*

*Motion to Approve the Minutes from the 2022 Annual Membership Business Meeting – David C. Mason, DO, FACOFP – President-Elect*

*2<sup>nd</sup>: Carol S. Browne, DO, FACOFP – President*

*Motion Carries*

- **2022 Profit and Loss Statement, Proposed Budget for 2020-2024**

*Reports were presented for review and discussion. There being no proposed changes, a motion to accept was made.*

*Motion to Approve the Treasurer's Report as presented – David Garza, DO, FACOFP*

*2<sup>nd</sup>: Carol S. Browne, DO, FACOFP – President*

*Motion Carries*

## **5. Nominating Committee Report – David Mason, DO, FACOFP, CPPS – President-Elect**

*A. The slate of Officers for 2023-2024 was presented, and a call for any nominations from the floor was made. There being none, a motion to accept was made.*

*Motion to Approve the 2023-2024 slate of Officers was presented - Carol S. Browne, DO, FACOFP – President*

*2<sup>nd</sup>: Sara Apsley-Ambritz, DO*

*Motion Carries*

***B. Recording of Delegates for the ACOFP 2024 Congress of Delegates, New Orleans, LA, April 2024***

*A call for Delegates to the ACOFP 2024 Congress of Delegates, April 3, 2024, New Orleans, LA was made.*

*Names recorded: Carol Browne, DO, David Mason, DO, FACOFP, Sara Apsley-Ambritz, DO, David Garza, DO, FACOFP, Patricia Brock, DO*

***Constitution and Bylaws Committee Report - – Stephen McKernan, DO, FAAFP, FACOFP***

*The proposed changes were announced in Texas ACOFP May Newsletter and in the reminder to register for the Convention, as well as the red-line copy posted to Texas ACOFP website ([www.txacofp.org](http://www.txacofp.org)).*

***The following Resolutions were presented as Consent Agenda for Collective Action.***

***Resolutions 1 – 5 represented minor changes, and bundled for consideration as they did not change the intent of the original language.***

*Resolution 1. Adoption of gender-neutral pronouns throughout*

*Resolution 2. Recognition of our newer Colleges and Schools of Osteopathic Medicine, their students and residents.*

*Resolution 3. Texas ACOFP Annual Awards – TR Sharp Scholarship Award Criteria*

*Resolution 4. Replacing all mention of ‘Osteopathic Graduate Medical Education’ with ‘Continuing Medical Education’*

*Resolution 5. Addition of Electronic Meetings as an Option*

*There being no questions or objections, a motion to approve Resolutions 1-5 was made - David Mason, DO, FACOFP, CPPS – President-Elect*

*2<sup>nd</sup>: David Garza, DO, FACOFP*

*Motion carries*

***Resolutions 6 and 7 represented a major change and were bundled for consideration.***

*Resolution 6. Reduction in number of Board Positions*

Resolution 7. Board position declared vacant for non-attendance

*There being no questions or objections, a motion to approve Resolutions 6-7 was made - Sara Apsley-Ambriiz, DO*

*2<sup>nd</sup>: David Garza, DO, FACOFP*

*Motion carries*

**8. Adjourn**

*There being no further business, a motion to adjourn was made.*

*Respectfully submitted,*

*Kris Beavers, Executive Director, Texas ACOFP*

**Treasurer's Report - – Sujana Gogu, DO, FAAFP – President-Elect**

A. Texas ACOFP Profit & Loss Statement as of 12-31-2023

B. Texas ACOFP Balance Sheet as of 12-31-2023

| 4:12 PM                            |  | Texas ACOFP                   |           |
|------------------------------------|--|-------------------------------|-----------|
| 05/12/24                           |  | Profit & Loss                 |           |
| Accrual Basis                      |  | January through December 2023 |           |
|                                    |  | Jan - Dec 23                  |           |
| Ordinary Income/Expense            |  |                               |           |
| Income                             |  |                               |           |
| 4001 MEMBERSHIP DUES               |  |                               | 35,000.00 |
| 3999 · Donations Contributions     |  |                               | -250.00   |
| 4100 · Annual Meeting Profit Split |  |                               | 9,200.56  |
| Total Income                       |  |                               | 43,950.56 |
| Expense                            |  |                               |           |
| 6001 SALARIES                      |  |                               |           |
| Director Salary                    |  |                               | 15,000.00 |
| 6001 SALARIES - Other              |  |                               | 0.00      |
| Total 6001 SALARIES                |  |                               | 15,000.00 |

|                                                  |                 |
|--------------------------------------------------|-----------------|
| <b>6003 PAYROLL TAXES</b>                        |                 |
| Annual Federal Unemployment Tax                  | 42.00           |
| Medicare                                         | 217.50          |
| Social Security                                  | 930.00          |
| Texas Workforce Commission                       | 27.90           |
|                                                  | <hr/>           |
| <b>Total 6003 PAYROLL TAXES</b>                  | <b>1,217.40</b> |
| <b>6030 POSTAGE</b>                              | 284.99          |
| <b>6035 OFFICE SUPPLIES</b>                      | 87.67           |
| <b>6037 DONATIONS/CONTRIBUTIONS</b>              |                 |
| 6057 · TRAVEL-STUDENTS                           | 1,100.00        |
| 6037 DONATIONS/CONTRIBUTIONS - Other             | 1,000.00        |
|                                                  | <hr/>           |
| <b>Total 6037 DONATIONS/CONTRIBUTIONS</b>        | <b>2,100.00</b> |
| <b>6045 ACCOUNTING/BOOKKEEPING</b>               |                 |
| 6047 · Accounting-Income Tax Filing              | 1,065.00        |
| 6049 · QuickBooks Subscription                   | 1,109.58        |
| 6045 ACCOUNTING/BOOKKEEPING - Other              | 60.00           |
|                                                  | <hr/>           |
| <b>Total 6045 ACCOUNTING/BOOKKEEPING</b>         | <b>2,234.58</b> |
| <b>6240 MISCELLANEOUS</b>                        | 0.00            |
| <b>7007 TRAVEL EXPENSES-VIP'S</b>                | 214.80          |
| <b>7020 CATERING/MEETING ROOMS</b>               | 1,195.53        |
| <b>8040 AWARDS/PLAQUES</b>                       |                 |
| 8042 · Plaques given at Annual                   | 458.98          |
| 8043 · Hat and Boots at Annual                   | 895.00          |
|                                                  | <hr/>           |
| <b>Total 8040 AWARDS/PLAQUES</b>                 | <b>1,353.98</b> |
| <b>6013 · Insurance-Liability Policy</b>         | 1,951.00        |
| <b>6015 · Insurance-Employee Dependent WH</b>    | 0.00            |
| <b>6022 · Communication Expenses</b>             |                 |
| 6027 · 6027 PHONE (Verizon)                      | 838.19          |
| <b>6031 · Communication Expense (Zoom)</b>       |                 |
| 6029 · Website (Wix, Homestead)                  | 700.67          |
| 6039 · Communication Expense CCntact             | 575.64          |
| 6040 · Communication Expense - FaxServ           | 113.88          |
| 6031 · Communication Expense (Zoom) - Other      | 628.86          |
|                                                  | <hr/>           |
| <b>Total 6031 · Communication Expense (Zoom)</b> | <b>2,019.05</b> |
| <b>Total 6022 · Communication Expenses</b>       | <b>2,857.24</b> |
| <b>6050 · Services, Legal</b>                    | 2,900.00        |
| <b>6300 · Travel Administrative-Hotel</b>        |                 |
| 6016 · Travel Administrative-Meals               | 38.50           |
| 6301 · Travel Administrative-Mile/Air            | 123.53          |
| 6300 · Travel Administrative-Hotel - Other       | 759.94          |
|                                                  | <hr/>           |
| <b>Total 6300 · Travel Administrative-Hotel</b>  | <b>921.97</b>   |

|                     |                  |
|---------------------|------------------|
| Total Expense       | 33,664.16        |
| Net Ordinary Income | 10,286.40        |
| Net Income          | <u>10,286.40</u> |

6:26 PM

06/09/24

Accrual Basis

**Texas ACOFP**  
**Balance Sheet**  
As of December 31, 2023

|                                        | <u>Dec 31, 23</u>        |
|----------------------------------------|--------------------------|
| <b>ASSETS</b>                          |                          |
| Current Assets                         |                          |
| Checking/Savings                       |                          |
| 1304 · Wells Fargo Checking Account    | 90,115.74                |
| Total Checking/Savings                 | 90,115.74                |
| Other Current Assets                   |                          |
| 1400 · Linsco-Money Market-Optimum Mkt | 35,063.30                |
| 1401 · Linsco-Optimum Fixed Income     | 14,603.23                |
| 1407 · Wells Fargo CD 11 months        | 250,000.00               |
| 1499 · Undeposited Funds               | 2,275.00                 |
| Total Other Current Assets             | 301,941.53               |
| Total Current Assets                   | 392,057.27               |
| Fixed Assets                           |                          |
| 1500 FURNITUREE & FIXTURES             | 5,453.92                 |
| 1550 MACHINES & EQUIPMENT              | 11,524.56                |
| 1599 ACCUMULATED DEPRECIATION          | -16,978.48               |
| Total Fixed Assets                     | 0.00                     |
| <b>TOTAL ASSETS</b>                    | <u><b>392,057.27</b></u> |
| <b>LIABILITIES &amp; EQUITY</b>        |                          |
| Liabilities                            |                          |
| Current Liabilities                    |                          |
| Other Current Liabilities              |                          |
| 2100 PAYROLL LIABILITES                | 115.59                   |
| Total Other Current Liabilities        | 115.59                   |
| Total Current Liabilities              | 115.59                   |
| Total Liabilities                      | 115.59                   |
| Equity                                 |                          |
| 3000 · Opening Bal Equity              | -14,598.58               |
| 3900 · Fund Balance                    | 396,253.86               |
| Net Income                             | 10,286.40                |
| Total Equity                           | 391,941.68               |
| <b>TOTAL LIABILITIES &amp; EQUITY</b>  | <u><b>392,057.27</b></u> |

# Nominating Committee Report – David C. Mason, DO, FACOFP, CPPS

## A. Proposed Board of Governors 2024-2025

*Sujan Gogu, DO, FAAFP - President*

*Carlton Lewis, DO – President-Elect*

*Rebecca Daley, Do FACOFP – Secretary/Treasurer David C. Mason, DO, FACOFP, CPPS – Immediate Past President*

*Stephen McKernan, DO FAAFP, FACOFP - Governor 2025*

*Brent Sanderlin, DO FACOFP, FAAFP – Governor 2026*

*Christine Norton, DO – Governor 2027*

## B. Nominations from the Floor

## C. Recording of Delegates to the ACOFP 2024 Congress of Delegates

*– April 2, 2025 - Palm Springs, CA*

## Adjournment

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Texas ACOFP Past Presidents

*Richard Brennan, D.O.	1952-1954	Harvey H. Randolph, Jr., D.O.	1981-1982
Esther M. Roehr, D.O.	1954-1955	Robert G. Maul, D.O.	1982-1983
*Robert Brune, D.O.	1955-1956	Robert L. Peters, D.O.	1983-1984
*Joseph L. Love, D.O.	1956-1957	Douglas R. Sharp, D.O.	1984-1985
*Richard Brennan, D.O.	1957-1959	*Joseph Montgomery-Davis, D.O.	1985-1986
Virgil L. Jennings, D.O.	1959-1960	R. Greg Maul, D.O.	1986-1987
Howard G. Buxton, D.O.	1960-1961	Constance I. Jenkins, D.O.	1987-1988
Loren R. Rohr, D.O.	1961-1963	Nelda N. Cunniff, D.O.	1988-1989
William J. Mosheim, D.O.	1963-1964	Richard M. Hall, D.O.	1989-1990
*John H. Burnett, D.O.	1964-1965	Craig Whiting, D.O.	1990-1991
*D. D. Beyer, D.O.	1965-1966	Howard H. Galameau, Jr., D.O.	1991-1992
T. Robert Sharp, D.O.	1966-1968	Rodney M. Wiseman, D.O.	1992-1993
*H. Eugene Brown, D.O.	1968-1969	Charles Franz, D.O.	1993-1994
John A. Walton, D.O.	1969-1970	Benjamin Young, D.O.	1994-1995
T. Eugene Zachary, D.O.	1970-1971	Steve E. Rowley, D.O.	1995-1996
Donald Peterson, D.O.	1972-1973	Jack McCarty, D.O.	1996-1997
*Hugo Ranelle, D.O.	1973-1974	Sara Apsley-Ambriz, D.O.	1997-1998
Royce K. Keilers, D.O.	1974-1975	Patrick Hanford, D.O.	1998-1999
*Edmund R. Tyska, D.O.	1975-1976	John Bowling, D.O.	1999-2000
James P. Malone, D.O.	1976-1977	Robert DeLuca, D.O.	2000-2001
Robert P. Finch, D.O.	1977-1978	Harold D. Lewis, D.O.	2001-2002
Mary M. Burnett, D.O.	1978-1979	Jerry E. Smola, D.O.	2002-2003
Richard W. Anderson, D.O.	1979-1980	Ronda L. Beene, D.O.	2003-2004

Phillip P. Saperstein, D.O. 1980-1981	Tony G. Hedges, D.O.	2004-2005
Jeffrey D. Rettig, D.O. 2005-2006	Bruce E. Maniet, D.O.	2006-2007
David E. Garza, D.O. 2007-2008	Nancy Chasteen, D.O.	2008-2009
Damon Schranz, D.O., 2009-2010	James E. Froelich, III, D.O.	2010-2011
George N. Smith, D.O. 2011-2012	Elizabeth A. Palmarozzi, D.O., FACOFP	2012-2013
William R. Rogers, D.O. 2013-2014	Steven G. Bander, D.O., FACOFP	2014-2015
Dan Freeland, D.O. 2015-2016	Katherine D. Lincoln, D.O., FAAFP	2016-2017
H. Sprague Taveau, IV, D.O., FACOFP 2017-2018	H. Sprague Taveau, IV, D.O., FACOFP	2018-2019
Katarina Lindley, D.O., FACOFP 2019-2020	Katarina Lindley, D.O., FACOFP	2020-2021
Anastasia 'Staci' Benson, DO 2021-2022	Carol Browne, D.O., FACOFP	2022-2023
David C. Mason, DO, FACOFP, CPPS 2023-2024		

*Deceased

Texas ACOFP Award Recipients

Texas ACOFP Family Physician of the Year Award Recipients

1959 E. E. Dunlap, D.O., San Diego, TX	1986 Donald M. Peterson, D.O., Dallas, TX
1964 W. G. Millington, D.O., Nixon, TX	1987 Royce K. Keilers, D.O., LaGrange, TX
1967 H. G. Grainger, D.O.	1988 Robert L. Peters, D.O., Round Rock, TX
1970 Mary & John Burnett, D.Os., Dallas TX	1989 Joe Montgomery-Davis, D.O., Raymondville, TX
1971 Joseph V. Money, D.O. Schulenburg, TX	1990 Richard M. Hall, D.O., Eden, TX
1972 T. R. Sharp, D.O., Mesquite, TX	1991 Robert B. Finch, D.O., Dallas, TX
1973 H. Eugene Brown, D.O., Lubbock, TX	1992 Constance Jenkins, D.O., Fort Worth, TX
1974 Carl V. Everett, D.O., Fort Worth, TX	1993 Nelda Cunniff, D.O., Burleson, TX
1975 Robert G. Haman, D.O., Irving, TX	1994 Robert G. Maul, D.O., Lubbock, TX
1976 Joe Suderman, D.O., Pharr, TX	1995 Jerry M. Alexander, D.O., Wichita Falls, TX
1977 L. N. McAnnally, D.O., Fort Worth, TX	1996 John R. Bowling, D.O., Fort Worth, TX
1978 Wiley B. Rountree, D.O., San Angelo, TX	1997 Catherine K. Carlton, D.O., Fort Worth, TX
1979 Michael A. Calabrese, D.O., El Paso, TX	1998 Rodney Wiseman, D.O., Whitehouse, TX
1980 James C. Williamson, D.O., Seagoville, TX	1999 Ruth Carter, D.O., Colleyville, TX
1981 Robert G. Maul, D.O., Lubbock, TX	2000 Stephen Urban, D.O., Fort Worth, TX
1982 Joseph Love, D.O., Austin, TX	2001 Hector Lopez, D.O., El Paso, TX
1983 None	2002 None
1984 T. Eugene Zachary, D.O., Fort Worth, TX	2003 Harold D. Lewis, D.O., Austin, TX
1985 none	2004 James W. Linton, D.O., Hurst, TX
2005 Robert C. DeLuca, D.O., Eastland, TX	2006 George N. Smith, D.O. West, TX
2007 Phillip Saperstein, D.O., Ft. Worth, TX	2008 Al Faigin, D.O., Fort Worth, TX
2009 Bruce Maniet, D.O., Sherman, TX	2010 Steven Ellerbe, D.O., Liberty, TX
2011 Charles Hall, D.O., Bangs, TX	2012 Jack McCarty, D.O., FACOFP Lubbock, TX
2013 Cynthia Shughrue, D.O., Dallas, TX	2014 Steven Bander, D.O., FACOFP, Wylie, TX
2015 Alex Guevara, D.O., Fort Worth, TX	2016 Thomas Shima, D.O., FACOFP, Dallas, TX
2017 David Armbruster, D.O., Pearland, TX	2018 Sara Aspley-Ambriz, San Antonio, TX
2019 Thomas Shima, D.O., Dallas, TX	2020 None
2021 John P. Hood, DO, Arlington, TX	2022 Anastasia 'Staci' Benson, DO, Dallas, TX
2023 Shannon F. Klump, DO, Comfort, TX	

T.R. Sharp Meritorious Service Award, Texas ACOFP

1997 Robert L. Peters, D.O., Round Rock, TX	2001 T. R. Sharp, D.O., Mesquite, TX
1998 Royce K. Keilers, LaGrange, TX	2002 None
1999 Joe Montgomery-Davis, D.O., Raymondville, TX	2003 Donald Peterson, D.O., Dallas, TX
2000 Robert G. Maul, D.O., Lubbock, TX	2004 Jerry E. Smola, D.O. Sweetwater, TX
2005 Rodney M. Wiseman, D.O., Tyler, TX	2006 John R. Bowling, D.O. Fort Worth, TX

2007	Nelda Cunniff – Isenberg, D.O., Joshua, TX	2008	T. Eugene Zachary, D.O., Colleyville, TX
2009	Robert DeLuca, D.O., Eastland, TX	2010	David E. Garza, DO, FACOFP, Laredo, TX
2011	Daniel W. Saylak, D.O., FACOFP, Bryan, TX	2012	R. Greg Maul, D.O., FACOFP, Rowlett, TX
2013	George N. Smith, D.O., FACOFP, West, TX	2014	James E. Froelich, III, FACOFP, Bonham, TX
2015	H. Sprague Taveau, IV, D.O., FACOFP, Killeen, TX	2016	Jim Czewski, D.O., Fort Worth, TX
2017	Katherine A. Lincoln, D.O., FAAFP, Nolanville, TX	2018	Patrick Hanford, DO, FACOFP, Lubbock, TX
2019	Sandra Hazelip, D.O., Eastland, TX	2020	None
2021	None	2022	Charles Henley DO, FACOFP Conroe, TX
2023	Daniel V. Freeland, DO, Lakeway, TX		

Minutes, all Board of Governors Meetings 2023

Texas ACOFP Board of Governors Meeting | Tuesday, January 10, 2023 8:15 PM via Zoom

Minutes

I. Call to Order – Carol Browne, DO, FACOFP - President

Meeting was called to order at 8:20 PM by Carol Browne, DO, FACOFP - President

II. Invocation – Rebecca Daley, DO - Governor

Osteopathic Pledge - Rebecca Daley, DO - Governor

Pledge of Allegiance - Carol Browne, DO, FACOFP - President

Pledge of Allegiance Texas State Flag - Carol Browne, DO, FACOFP - President

III. Roll Call

Present:

Carol Browne, DO, FACOFP – President

Stephen McKernan, D.O., FAAFP, FACOFP – Vice President

Anastasia ‘Staci’ Benson, DO – Immediate Past President

Kat Pederson, DO – Governor

Sujan Gogu, DO – Governor

Rebecca Daley, DO - Governor

Virina Matta, OMS II, UIW-SOM – Student Representative

IV. Approval of Minutes

12/13/2022 Board Meeting

Minutes from our last Board Meeting on December 13, 2022 were reviewed. There being no additions or corrections a motion to accept was made.

Motion: To approve the Minutes of 12/13/2022 - Carol Browne, DO, FACOFP – President

2nd Motion carries

V. President’s Report – Carol Browne, DO, FACOFP – President

President Browne provided a recap of 2022 beginning with her installation on June 18th as 66 President of the Texas ACOFP, and her theme, "You Can Make a Difference," which encouraged volunteerism in our schools of osteopathic medicine.

Other highlights included the work of our Bylaws Committee, Chaired by Anastasia ‘Staci’ Benson, DO and co-chaired by Stephen McKernan, FAAFP, FACOFP, to update our Bylaws to more closely mirror those of ACOFP,

including the use of modern language and gender-neutral pronouns, Texas ACOFP funded eight osteopathic students to attend the ACOFP national convention and our partnership with TOMA in planning and executing the TOMA-TxACOFP 2022 Joint Annual Convention, as well as holding our first post-COVID Regional CME, December 3, 2022 at UIW-SOM.

VI. Financial Report

As of January 10, 2023, the balance in our Wells Fargo checking account is \$329,838.76. Balance (as shown on LPL Financial Statement) is \$33,101.62. Our Profit & Loss statement reflects a year-end profit of \$1,124.64, which is a low number and this is attributed to smaller than anticipated profit split of the TOMA-TxACOFP 2022 Joint Annual Convention, as well as higher expenses, such as working with attorney, Mollie Cullinane to bring our business documents current for the purpose of registering Texas ACOFP with the Texas Secretary of State in order to open a new investment account.

Financial reports were reviewed. Stephen McKernan, D.O., FAAFP, FACOFP – Vice President speaks in favor of safe, short-term investments such as Bonds, Mutual Funds and/or Certificates of Deposits. He will forward information from Bank of America and Merrill Lynch. Kris will contact for account requirements and report back.

President Browne speaks in favor of resuming our search for a financial advisor. Willing to assist in this are, Sujan Gogu, DO – Governor, Anastasia ‘Stasi’ Benson, DO – Immediate Past President and husband Phil.

There being no further comments or questions a motion was made to approve the financial report as presented.

Motion: To approve the Financial Report as presented. - Carol Browne, DO, FACOFP – President
2nd Motion carries

VII. New Business

1. Funding Student Travel to ACOFP 2023 Convention March 29-April 3, 2023 – Orlando, FL
 - A. Process: Application, Letter of interest?
 - B. Amount per student (\$3000 budgeted, need a contact person for SHSU)

Students from Texas College of Osteopathic Medicine have contacted Texas ACOFP to inquire about grant funding to attend the ACOFP 2023 Convention in Orlando. They were asked to submit a letter of request explaining the reason they want to attend the Convention, what they hope to gain from the experience and their area of practice interest.

Anastasia ‘Stasi’ Benson, DO – Immediate Past President speaks in favor of \$200 to \$250, maximum per individual student, with a limit of \$1000 per COM/SOM. It is agreed that if the number of student requests for funding is small, they will be reviewed by Drs. Benson and Pederson. Otherwise, the overflow will be reviewed by our Board.

Motion: To allocate \$1000 of the budgeted \$3000 per college/school of Osteopathic Medicine- Anastasia ‘Stasi’ Benson, DO – Immediate Past President

2nd Kat Pederson, DO – Governor Motion carries

2. ACOFP 2023 Congress of Delegates - Wednesday, March 29, 2023

Texas Delegates are needed. As of this meeting, four of our 17 slots are filled, which is historically low. Kris has requested a list of Texans registered for the convention to use for recruiting delegates.

In-Person: Delegates must arrive between 12-2 pm EST on Wednesday, March 29, 2023, to be credentialed and collect voting device.

Note: Resolutions are due by January 15, 2023

2. Long Range Planning Meeting – Scheduling a Date

Kris to send a meeting request to schedule a block of time sufficient to revisit Texas ACOFP goals, mission and member benefit offerings.

VII. Schedule Next Meeting - Tuesday, February 7, 2023 8:15PM

The next meeting has been pre-scheduled for Tuesday, February 7, 2023 at 8:15 PM

X. Adjourn

There being no further business, the meeting is adjourned at 9:10 PM.

Motion to adjourn: Anastasia ‘Staci’ Benson, DO – Immediate President

2nd Rebecca Daley, DO – Governor Motion carries

Texas ACOFP Board of Governors Meeting | Tuesday, March 7, 2023 8:15 PM via Zoom

Minutes

I. Call to Order – Carol Browne, DO, FACOFP - President

Meeting was called to order at 8:15 PM

II. Invocation – Anastasia ‘Staci’ Benson, DO – Immediate Past President

Osteopathic Pledge – Anastasia ‘Staci’ Benson, DO – Immediate Past President

Pledge of Allegiance – David Mason, DO, FACOFP, CPPS

Pledge of Allegiance Texas State Flag – Stephen McKernan, DO, FAAFP, FACOFP

III. Roll Call

Carol Browne, DO, FACOFP – President

David Mason, DO, FACOP, CPPS

Stephen McKernan, D.O., FAAFP, FACOFP – Vice President

Anastasia ‘Staci’ Benson, DO – Immediate Past President

Rebecca Daley, DO - Governor

IV. Approval of Minutes

1/10/2023 Board Meeting

Minutes from our last Board Meeting on January 10, 2023 were reviewed. There being no additions or corrections, a motion was made to accept.

Motion: To approve the Minutes of 1/10/2023 - Carol Browne, DO, FACOFP – President

2nd Motion carries

V. President’s Report – Carol Browne, DO, FACOFP - President

President Browne reports that our Awards Committee, Chaired by, Anastasia ‘Staci’ Benson, DO, Immediate Past President and Co-Chair, Kat Pederson, DO, Governor reviewed and approved three scholarships for student, resident travel to ACOFP 2023 Congress and Convention.

Kierstin Bradley, OMS III TCOM

Megan Dole, OMS III TCOM

Kshma Kulkarn, 3rd Year Resident, Methodist Charlton in Dallas.

President Browne also announces that the TOMA/TXACFP 16th Annual Convention will be held June 9-11, 2023 on campus at UIW-SOM. She is looking forward to the event.

VI. Old Business

1. Adding Additional Insurance Coverage:

President Browne asks Kris to provide her findings regarding insurance quotes for Directors and Officers coverage, and for Errors and Omissions coverage.

A. Directors and Offices

Kris reported that, per her conversations with Tara Beringer, our Hartford liability insurance carrier representative, that Director and Officers insurance provides coverage related to financial matters such as a third-

party lawsuit for mishandling of funds. The quote given by Hartford, our current general liability carrier is \$640 annually for coverage up to \$500,000, or \$800 annually for coverage up to \$1,000,000. Kris states that, based on Texas ACOFP's current budget and past historical income, either annual premium is well within our budget and makes good sense.

B. Errors and Omissions

Kris reported that Errors and Omissions insurance provides coverage for lawsuits by a third party related to errors and omissions in performing professional duties. This could potentially include giving medical advice which produced a harmful outcome, and subsequently resulted in a lawsuit by the patient or third-party.

Kris stated that while there is potential risk in providing CME lectures, the risk seems low given that Texas ACOFP CME lectures do not provide direct patient care, and are based on scientific evidence as well as treatment guidelines rooted in scientific study. Additionally, our CME events are few per year, and the largest of them is the TOMA/TxACOFPP Annual Convention and TOMA has E&O coverage already.

Kris also spoke with our attorney, Mollie Cullinane (who has reviewed our financial information and governing documents) and she did not believe that E&O coverage was necessary in our case.

The annual premium for E&O is \$4197. Kris reports this would put a significant drain on our small budget and that she hoped our operations could continue as is, without having to touch our investment funds to cover budget items.

Dr. Benson spoke in favor of purchasing Directors and Officers coverage, and declining Errors and Omissions coverage.

Motion: To purchase Directors and Officers coverage - Carol Browne, DO, FACOFPP – President
2nd Motion carries

VII. New Business

1. Review of 2023 ACOFP Resolutions in preparation for Congress

Resolutions, as vetted by ACOFP Reference Committees 1, 2 and 3, to be voted on during ACOFP 2023 Congress of Delegates are reviewed.

Resolutions 1-7 are administrative in nature, and there were no questions or discussion.

(*Approval of March 2022 Congress of Delegates Minutes, * 2023 Budget, *Revisions to Sunsetting ACOFP Position Statements, *Proposed 2024 Dues Increase, * Proposed amendments to the ACOFP Bylaws regarding Membership Classifications, *Proposed amendments to the ACOFP Constitution regarding Officer Composition and Terms)

Resolutions 8-12 are reviewed, and there is discussion on Resolution 8, Access to abortion when needed to save a pregnant person's life.

(8-12 *Access to abortion when needed to save a pregnant patient's life, * Transgender Health Education, *Voting as a Social Determinant of Health, *Evidence-Based Reproductive Healthcare, *Increasing Environmental Health Education in Osteopathic Medical Schools)

Discussion: Dr. Benson, who sat on Reference Committee 2, reported that, as a whole, the Committee supported the resolution as written, while recognizing that some states have stricter abortion laws, such as Texas. Dr. Benson speaks in favor of supporting this resolution and encourages Texas delegates to do the same.

There is discussion from others on tonight's call that, due to strict Texas law criminalizing abortion unless the pregnant patient faces a life-threatening physical condition, many physicians and healthcare workers are nervous about speaking up, and that the wording of the law is too vague.

Motion: To approve Resolution 8 as written – Anastasia 'Staci' Benson, DO, Immediate Past President
2nd Motion carries

Resolutions 13-17 are reviewed, and, due to time constraints, there is no discussion. All Board members are invited and encouraged to attend next week's Texas Delegation Caucus meeting for further discussion and input on all resolutions presented.

(*Supporting Accessibility on Telemedicine Platforms for Individuals with Vision Impairment and Disabilities, *Recognizing the Importance of Labeling Gluten as an Allergen, * Increasing Resident Access to Mental Health Services, *Equitable Reimbursement for OMT, *Creation of Elective Electronic National Advanced Directive and Code Status Registry)

VIII. *Schedule Next Meeting*

The next meeting of the Texas ACOFP Board of Governors has been pre-scheduled for Tuesday, April 11, 2023 at 8:15 PM

IV. *Adjourn*

There being no further business, a motion to adjourn is made.

*Motion: To adjourn – Carol Browne, DO, FACOFP – President
2nd Motion carries*

Meeting is adjourned at 9: 20 PM

*Respectfully submitted,
Kris Beavers
Executive Director*

Texas ACOFP Board of Governors Meeting Tuesday, April 11, 2023 8:15 PM via Zoom

Minutes

I. Call to Order – Carol Browne, DO, FACOFP - President
Meeting was called to order at 8:22 PM

II. Invocation – Carol Browne, DO, FACOFP - President
Osteopathic Pledge – Carol Browne, DO, FACOFP - President
Pledge of Allegiance - Carol Browne, DO, FACOFP - President
Pledge of Allegiance Texas State Flag - Carol Browne, DO, FACOFP - President

III. Roll Call
Carol Browne, DO, FACOFP - President
David C. Mason, DO, FACOFP – President-Elect
Stephen McKernan, DO, FAAFP, FACOFP – Vice President
Anastasia ‘Staci’ Benson, DO – Past President
Carlton Lewis, DO
S/D Megan Dole, OMS III - TCOM
S/D Kierstin Bradley, OMS III - TCOM

IV. Approval of Minutes

Minutes from our last meeting on March 7, 2023, were reviewed. There being no corrections, a motion was made to accept as written.

Motion: To accept the Minutes of March 7, 2023, as written - Anastasia ‘Staci’ Benson, DO – Past President
2nd Carol Browne, DO, FACOFP - President
Motion Carries

V. President’s Report – Carol Browne, DO, FACOFP – President

President Browne reported that the 2023 ACOFP (national) Convention went very well. She was also able to look further into the requirements for an OMT Bootcamp Review. ACOPF charged \$300 per person (add on cost, not included in registration). She noted that a significant amount of the time should be hands-on, and also brought back an outline from the ACOFP program to use as a resource in writing a proposal for an OMT Bootcamp/Review at

the 2024 TOMA/TxACOFP Joint Annual Convention (which she would not assist with as this would be a conflict of interest due to her sitting position on the ABOFP Board. However, she would be able to teach, assist and review, as well as provide a template. Dr. Mason also noted a conflict of interest as he also helped create the ACOFP Bootcamp, but would check with AOBFP to confirm.). The proposal would be submitted to the AOBFP for approval prior to the Bootcamp.

The TOMA/TxACOFP 2023 Annual Program Planning Committee met last week. The program is full and includes OMT Workshops to be held in the UIW OMT lab. Additional program highlights are the inclusion of state-mandated Ethics, Human Trafficking and Opioid Addiction.

Texas ACOFP Annual Membership Business Meeting and Luncheon was raised for discussion on whether to repeat during the TOMA/TxACOFP 2023 Joint Annual Convention. The event would be held during the Lunch-On-Your-Own period and be our opportunity to conduct business, present our slate of officers and Bylaws changes for vote. Dr. Benson spoke in favor of repeating the event and requesting RSVPs for catering purposes. By repeating the event for several additional years, Texas ACOFP will help to re-establish the Annual Membership Business Meeting and gain momentum for it going forward. It was also agreed that we investigate virtual attendance as well. Kris will get updated registration lists from TOMA for catering purposes, as well as begin announcing the meeting to our membership. Additionally, Kris will send out meeting notifications to our membership request RSVPs.

President Browne also announced that Brent Sanderlin, DO, FACOFP, FAAFP is interested in joining our Board as a Governor. Dr. Sanderlin is now faculty at SHSU-COM. He does not intend to pursue an officer position leading to President.

Motion: To accept the nomination of Brent Sanderlin, DO, FACOFP, FAAFP as Governor. – Carol Browne, DO, FACOFP

*2nd Stephen McKernan, DO, FAAFP, FACOFP – Vice President
Motion carries.*

There being no further updates by President, Browne, she concluded her report.

Additional announcement by Dr. Kernan that President, Browne received the ACOFP Osteopathic Educator of the Year Award, the fourteenth person to receive this award. Previous Texas recipients include Texas ACOFP Past President John Bowling, DO. President Browne said she was honored and humbled to have received the award.

VI. Texas Delegation Report on ACOFP 2023 Congress of Delegates – Anastasia

President Browne reported hearing many positive comments and compliments on how well Dr. Benson handled her presentation and arguments for our amendment to ACOFP Resolution 8; Access to abortion when needed to save a pregnant patient's life.

In her own words, Dr. Benson's reported that overall things went well, but there are always a few surprises you don't see coming. The Resolutions from Reference Committee 1, which included the budget, Sunsetting positions and Bylaws changes, which ACOFP Executive Committee has worked hard to pass the last two years. All were all passed along with an 18th resolution, a last-minute addition, which delays some changes (including Board positions and terms) from taking effect until 2024 to allow the organization time to prepare.

There were three big edits proposed by our Texas Delegation, as well as several smaller edits made at the microphone. Both of those were accepted and became part of the Resolutions that passed. Surprisingly, Resolution 17 regarding the Elective Electronic National Advanced Directive Registry were referred to the author, as was Resolution 13, Telemedicine Platforms for Individuals with Vision Impairment and Disabilities, so we anticipate seeing them again next year.

Regarding Resolution 8, Access to abortion when needed to save a pregnant patient's life, Dr. Benson felt there was some potential miscommunication sent to our delegation. Originally our Texas Delegation voted to approve the Resolution as recommended by the Reference Committee. After which we worked up an additional resolve clause

that was a little stronger, but perhaps this part was not clear on the communication. Our stronger amendment ultimately did not pass, however the Resolution, as recommended by the Reference committee did pass, which now gives the ACOFP Board something to stand on if ACOFP is approached for an opinion on the decriminalization of abortion care for physicians and patients.

VII. TOMA/TxACOFP Joint Annual Convention – President’s Reception

The reception is scheduled for Saturday evening. This event has traditionally included family-friendly activities, however none are planned this year. The floor is opened for discussion on this point.

Question was raised on the location for the President’s Reception. Unsure if it will be at UIW-SOM or at the hotel. Discussion point, that families with children may find it difficult to go back and forth from the hotel to the school. It is also anticipated that in-person attendance will be low, which is a growing trend for those who prefer virtual attendance. It is also difficult to know in advance how many families with small children will attend, which makes meeting planning a challenge. It is anticipated as well that most in-person attendees will want to visit the Riverwalk and/or nearby attractions. Texas ACOFP is also excited to welcome ACOFP President-elect, David Park, DO, FACOFP

The consensus on tonight’s Board meeting call was to leave the event as planned: A reception from 6:15 to 7:30 PM with light hors d’oeuvres.

Motion: To leave the President’s Celebration as planned – Anastasia ‘Staci’ Benson, DO
2nd Carol Browne, DO, FACOFP

Motion: carries.

Kris will communicate our agreement to TOMA.

VIII. Old Business

Texas ACOFP Bylaws - Review of proposed changes by attorney, Mollie Cullinane

Kris reported that Mollie reviewed our Bylaws and our proposed updates. Overall, she agreed with the changes recommended by our Bylaws Committee. Mollie also recommended adding the Conflict-of-Interest Statement and Whistle Blower Policy to our Bylaws as Schedule A and B.

Dr. Benson asked if adding these documents as schedules will make them easier to update if needed. Kris did will check Mollie for her reason.

a. Move Conflict of Interest Statement (lines 586 -652) to end of document as ‘SCHEDULE A. CONFLICT OF INTEREST POLICY’

b. Conflict of Interest – Added Sections

Proposed added sections, as written by Mollie were read aloud. Some of the new language, such as use of ‘Corporation’ rather than ‘Association,’ does not appear in our Bylaws. Dr. Benson points out that our Bylaws use ‘Texas ACOFP, or the Society.’

1. Duty to Disclose
2. Determining Whether a CoI Exists
3. Procedures for Addressing CoI (a-d)
4. Violations of CoI Policy (A-B)
5. Recordings and Proceedings (A, 1-2)
6. Compensation (A B C)
8. Periodic Reviews (A, 1-3)

2. Addition to Article IX – Meetings: “Section 5”

Electronic Meetings: Subject to the provisions of applicable law and these Bylaws regarding notice of meetings, directors or members of any committee designated by such the Board may, unless otherwise restricted by statute, by the Certificate of Formation or by these Bylaws, participate in and hold any meeting of such the Board or committee by using conference telephone or similar communications equipment, or another suitable electronic communications system, including videoconferencing technology or the Internet, or any combination, if the telephone or other equipment system permits each person participating in the meeting to communicate with all other persons participating in the meeting. If voting is to take place at the meeting, reasonable measures must be implemented to verify that every person voting at the meeting by means of remote communications is sufficiently identified and a

record must be kept of any vote or other action taken. Participation in a meeting pursuant to this Section will constitute presence in person at such meeting, except when a person participates in the meeting for the express purpose of objecting to the transaction of any business on the ground that the meeting was not lawfully called or convened.”

The remaining attorney-proposed additions were read aloud. President Browne asked for questions and discussion. There being none, a motion to approve was made.

Motion: To approve changes as written – Stephen McKernan, DO, FAAFP, FACOFP, Vice President
2nd

Motion Carries, with provision that ‘The Society’ be used throughout our Bylaws, as proposed by Dr. Benson. President Browne also proposes Board Advisor, Board Directors, Staff, Volunteers language be updated to reflect the positions named in our Bylaws, which is Board of Governors, Officer, and Governor, respectively. And 501 C 3 organization to our correct status of 501 C6.

Further discussed was the Addition to Article IX – Meetings: “Section 5.” This section is quite long. As a result, the language is diluted and less clear. Dr. McKernan questions whether we can simply state that a called electronic meeting will be the equivalent to an in-person.

Review of Whistleblower Policy

Review of Whistleblower Policy is tabled for the next meeting.

IX. Schedule Next Meeting - Tuesday, May 9, 2023, 8:15PM

There being no further business, a motion is made to adjourn.

Motion: to Adjourn – Carol Browne, DO, FACOFP – President

2nd Stephen McKernan, DO, FAAFP, FACOFP, Vice President

Motion carries

X. Adjourn

Meeting is adjourned at 9:25 PM

Respectfully Submitted,

Kris Beavers,

Executive Director

Texas ACOFP Board of Governors Meeting | Tuesday, May 7, 2023 8:15 PM via Zoom

Minutes

I. Call to Order – Carol Browne, DO, FACOFP - President

Meeting was called to order by President Browne at 8:20 p.m.

II. Invocation – Carol Browne, DO, FACOFP

Osteopathic Pledge – David C. Mason, DO, FACOFP, CPPS

Pledge of Allegiance - David C. Mason, DO, FACOFP, CPPS

Pledge of Allegiance Texas State Flag - David C. Mason, DO, FACOFP, CPPS

III. Roll Call

Carol Browne, DO, FACOFP – President

David C. Mason, DO, FACOFP, CPPS – President – elect

Anastasia ‘Staci’ Benson, DO – Immediate Past President

Rebecca Daley, DO – Governor

Brent Sanderlin, DO, FACOFP, FAAFP – Governor

IV. Approval of Minutes

April 11, 2023 Board Meeting

Minutes from our last Board Meeting on April 11, 2023 were reviewed. There being no additions or corrections, a motion was made to accept as written.

Motion: To approve the Minutes of April 11, 2023 as written - Carol Browne, DO, FACOFP – President

2nd Motion carries

V. President's Report – Carol Browne, DO, FACOFP – President

President Browne reported that UIW-SOM held their graduation ceremony, May 6, 2023. Overall, the learners were doing well. Class of 2023 graduated May 6th. They had a 99% match rate as they produce excellent physicians. 67.92% of the class matched into Primary Care with 27.67% matching Family Medicine.

OMS -II class is studying for boards, and Dean Pham is working with the faculty to improve board scores. OMS-I learners are wrapping up their first year.

President-elect, Mason reported that UNTHSC will be opening a nursing school in 2024. Sajid Surve, DO is now the Assistant Dean of GME Osteopathic Recognition. He and I will be visiting as many FM residents as possible in the next year to promote and support osteopathic recognition and TXACOFP and AOBFP pathway to certification.

Educational Conclave was held May 15th on campus. This is meant for UME clinical rotation sites and GME in Texas that house DO students. Graduation will be May 23, 2023. There are 214 new TCOM graduates. 62% matched to primary care, with 65% remaining in Texas. 26% in Family Medicine.

VI. Old Business

1. Addition to Article IX – Meetings: “Section 5” – proposed condensed language

At our last meeting, the majority consensus was that the language provided by attorney, Mollie Cullinane was lengthy and as a result, the language diluted and ambiguous. It was agreed that we would draft a more condensed version. The following draft was presented for consideration along with attorney vision

After review of both, a motion was made to accept the Attorney version.

Motion: To accept the Attorney version of ‘Meetings: Section 5. Electronic Meetings’ – Carol Browne, DO, FACOFP – President

2nd - David C. Mason, DO, FACOFP, CPPS – President-Elect

Motion carries

Edited Version, DRAFT

Section 5 - Electronic Meetings; subject to the provisions of applicable law and Bylaws of the Society regarding notice of meetings; any called meeting of the Society, by the President, or majority petition of the voting members of the Board of Governors, or committee, unless restricted by statute, or in conflict with Certificate of Formation, or these Bylaws, may hold any meeting of such by use of electronic communication if the equipment permits each participant to communicate with all other participants in the meeting.

Equipment includes conference telephone or similar communications equipment/system including videoconferencing technology, the Internet, or any combination.

Voting - If voting is to take place, reasonable measures must be implemented verify that every person voting by remote communications is sufficiently identified and a record must be kept of any vote or other action taken.

Participation in a meeting pursuant to this Section will constitute presence in person at such meeting, except when a person participates in the meeting for the express purpose of objecting to the transaction of any business on the ground that the meeting was not lawfully called or convened.

ATTORNEY Version

New - After Line 440 -ADDITION. I recommend this addition to Article IX – Meetings: “Section 5 - Electronic Meetings: Subject to the provisions of applicable law and these Bylaws regarding notice of meetings, directors or members of any committee designated by such the Board may, unless otherwise restricted by statute, by the Certificate of Formation or by these Bylaws, participate in and hold any meeting of such the Board or committee by using conference telephone or similar communications equipment, or another suitable electronic communications system, including videoconferencing technology or the Internet, or any combination, if the telephone or other equipment system permits each person participating in the meeting to communicate with all other persons participating in the meeting. If voting is to take place at the meeting, reasonable measures must be implemented to verify that every person voting at the meeting by means of remote communications is sufficiently identified and a record must be kept of any vote or other action taken. Participation in a meeting pursuant to this Section will constitute presence in person at such meeting, except when a person participates in the meeting for the express purpose of objecting to the transaction of any business on the ground that the meeting was not lawfully called or convened.”

2. Review of Whistleblower Policy

Attorney draft of the Whistleblower Policy was also reviewed. There being no discussion on the Policy, a motion was made to accept as an addendum to the Texas ACOFP Bylaws, and available to our membership for review upon request. - Anastasia 'Staci' Benson, DO – Immediate Past President

*2nd - Carol Browne, DO, FACOFP – President
Motion carries*

VII. Annual Awards

Texas ACOFP Family Practice Physician of the Year

Each year Texas ACOFP seeks to recognize a member in good standing as Osteopathic Family Physician of the Year.

Award criteria: This award honors Osteopathic Family Physicians who have made outstanding contributions to the osteopathic profession and local communities, while being a role model to peers and students. Candidates must be a current member of Texas ACOFP and ACOFP. The selected candidate will automatically be considered for the ACOFP (national) Family Practice Physician of the Year Award.

Nominations:

David Hill, DO, Cuero, Texas. Past President Texas ACOFP. Nomination by Carol Browne, DO, FACOFP – President

Shannon Klump, DO, Comfort, Texas. Nomination by Carol Browne, DO, FACOFP – President and Rebecca Dailey, DO - Governor

Dr. Klump is well known to Texas ACOFP for providing Ethics lectures for our regional and state meetings, which have been well received by our attendees. She is an active educator, precepting learners in her rural family practice and uses OMM in her practice and actively promotes Osteopathic Family Medicine.

T.R. Sharp Meritorious Service Award

Award criteria: This award honors one of Texas ACOFP's founding members, Teron Robert (T.R.) Sharp, DO. Dr. Sharp dedicated his life and professional talents to promoting Osteopathic Medicine. Candidates must be a current member of Texas ACOFP, and have shown dedication to promoting Osteopathic Medicine.

Dan Freeland, DO, FACOFP. Past President Texas ACOFP. Nomination by Carol Browne, DO, FACOFP – President

Dr. Freeland is also well known to Texas ACOFP as a Past President. He is a preceptor and uses OMM in his practice and actively promotes Osteopathic Medicine.

Future nominations for T.R. Sharp Meritorious Service Award are: Damon Schranz, DO, FACOFP and Carol Browne, DO, FACOFP. Names to be added to our list for 2024 Awards

Resident of the Year

Kara Black, DO – TCOM. Nomination by David Mason, DO, FACOFP, CPPS – President-Elect

TCOM graduate in her PGY4 year of the combined FM/ONMM residency at Medical City Fort Worth. She was the Chief resident during her PGY 3 year and did a phenomenal job improving didactics and how our FM resident clinic functions. Kara has already passed both portions of her AOBFP boards. She will be staying in the Fort Worth area practicing FM and ONMM.

Student of the Year

Kierstin Bradley, OMS III, TCOM. Nomination by Rebecca Dailey, DO, Governor

S/D Bradley served as Student Delegate to the ACOFP 2023 Congress of Delegates and has since taken an active interest in Texas ACOFP meetings and business. She is a third year student at TCOM and interested in pursuing family medicine.

Kris to send the Board an email with all nominations for vote.

VIII. Adjourn

*There being no further business, a motion was made to adjourn. Carol Browne, DO, FACOFP – President
2nd David Mason, DO, FACOFP, CPPS – President-Elect
Meeting adjourned at 9:40p.m.*

*Respectfully submitted,
Kris Beavers, Executive Director*

Texas ACOFP Board of Governors Meeting / Tuesday, June 6, 2023 8:15 PM via Zoom

Agenda

I. Call to Order – Carol Browne, DO, FACOFP - President

Meeting was called to order by President Browne at 8:17 p.m.

II. Invocation – Rebecca Daley, DO - Governor
*Osteopathic Pledge - David C. Mason, DO, FACOFP, CPPS – President-elect
Pledge of Allegiance - David C. Mason, DO, FACOFP, CPPS - President-elect
Pledge of Allegiance Texas State Flag - David C. Mason, DO, FACOFP, CPPS - President-elect*

III. Roll Call
*Carol Browne, DO, FACOFP – President
David C. Mason, DO, FACOFP, CPPS – President – elect
Stephen McKernan, D.O., FAAFP, FACOFP – Vice President
Carlton Lewis, DO - Governor
Rebecca Daley, DO – Governor
Brent Sanderlin, DO, FACOFP, FAAFP – Governor*

IV. Approval of Minutes
5/9/2023 Board Meeting

Minutes from our last Board Meeting on May 9, 2023 were reviewed. There being no additions or corrections a motion was made to accept as written.

*Motion: To approve the Minutes of May 9, 2023 as written - Carlton Lewis, DO - Governor
2nd Motion carries*

V. Financial Report

In preparation for discussion of the 2023-2024 Proposed Budget, the 2022 Profit and Loss Statement, as well as the 2022 Budget-to-Actual reports were reviewed.

It was noted that the proposed budget for the upcoming year is presented to membership for vote during the Annual Convention, held during the summer/mid-point of the current fiscal year. Therefore, 2022 represents the most recent year with twelve full months of actual-to-budget expenditures.

VI. Review 2023-2024 Budget

Financial Reports were reviewed and the floor opened for discussion.

Budgeted amount of \$1000 for Student Travel (GL 6057), is reviewed.

President-Elect Mason proposed an increase to \$3000 total (\$1000 per school), citing student/resident travel to state and national ACOFP/OMA conferences and events as key to influencing their decision for osteopathic recognition residencies.

The proposed increase can be offset by offering one monthly virtual CME at \$25 per attendee. If each meeting had a minimum of ten attendees, this would generate \$3000.

Motion: To increase student/resident travel to \$3000 – Stephen McKernan, D.O., FAAFP, FACOFP – Vice President

2nd Motion carries

VII. Student/Resident Awards

To split the \$1000 monetary award between both nominees, plus resident?

Tabled for next meeting.

VIII. Board of Governors 2023-2024 Slate of Officers

The position of Vice President will be left vacant in anticipation of Texas ACOFP membership vote to strike it as proposed by the Constitution & Bylaws Committee. Voting to take place during the Annual Membership Business meeting, Saturday, June 10, 2023

Governor terms for Kat Pederson, DO, and Sujana Gogu, DO are up. Discussion on who will ascend to Secretary/Treasurer and Vice-President.

President Browne reports she has spoken with Dr. Pederson, and due to recent birth of a child, she declines to move up and will roll off the Board at this time.

Dr. Gogu stated he is willing to move up. He asked for more information on the duties of Secretary/Treasurer. Kris will send him Bylaws description.

Texas ACOFP Board also needs a new Governor, for a three-year term. It is agreed that recruitment will take place during the Annual Convention.

IX. Schedule Next Meeting

Next meeting is scheduled for Friday, June 9, 2023 – Texas ACOFP Membership Business Meeting and Luncheon

X. Adjourn

There being no further business, a motion to adjourn was made.

Motion: Carol Browne, DO, FACOFP – President

2nd David Mason, DO, FACOFP, CPPS – President-Elect

Meeting adjourned at 9:45p.m.

Texas ACOFP Board of Governors Meeting | Tuesday, August 22, 2023 8:00 PM via Zoom

Agenda

*I. Call to Order – Dave Mason DO, FACOFP - President
Meeting was called to order at 8:05 PM*

II. *Invocation – Rebecca Daley, DO - Governor*
Osteopathic Pledge - David C. Mason, DO, FACOFP, CPPS
Pledge of Allegiance - David C. Mason, DO, FACOFP, CPPS
Pledge of Allegiance Texas State Flag - All

III. *Roll Call*
David C. Mason, DO, FACOFP, CPPS – President
Stephen McKernan, D.O., FAAFP, FACOFP – President-elect
Sujan Gogu, DO – Secretary/Treasurer
Carol Browne, DO, FACOFP – Immediate Past President
Rebecca Daley, DO – Governor
D. Tyler King, DO – Governor

Newest Board member, D. Tyler King, DO was welcomed, and round of introductions made by each member.

IV. *Approval of Minutes*
6/6/2023 Board Meeting

1. Minutes from the last meeting were reviewed. Correction was requested by President Mason, to replace osteopathic and allopathic residencies with osteopathic recognition. Change made.

Motion: to approve the Minutes as amended - Carol Browne, DO, FACOFP – Immediate Past President

2nd: Stephen McKernan, D.O., FAAFP, FACOFP – President-elect
Motion carries

2. Additionally, Agenda item 7, tabled during meeting of June 6, 2023 is revisited. It was unclear to Board members during the meeting, whether the TR Sharp Scholarship Award was for students only, or included residents.

Dr. Browne agreed there was confusion on the subject, but ultimately felt it acceptable to include the one nominated resident as there were only three nominations total (two students, one resident).

Additionally, to avoid future confusion, the criterion for the T.R. Sharp Scholarship Award was updated for clarity by the Texas ACOFP Bylaws committee. Proposed changed passed by Texas ACOFP membership during the 2023 Annual Membership Business Meeting, June 10, 2023.

Section 2 – T.R. Sharp Scholarship Award

*A. The Board of Governors may, if it finds a suitable candidate, annually bestow this award to a ~~TCOM~~ **third or fourth year Junior or Senior** student-doctor who has shown great promise for Osteopathic family **medicine** ~~practice~~.*

VII. Student/Resident Awards To split the \$1000 monetary award between both nominees, plus resident? Tabled for next meeting.

Motion: To award \$500 to each nominee for a total monetary award of \$1500 – Rebecca Daley, DO – Governor

2nd: Carol Browne, DO, FACOFP – Immediate Past President
Motion carries

V. *Financial Report*
1. Profit Loss
2. Balance Sheet

Documents were reviewed. As of the meeting, there was a budget deficit of 6,740.17.

Historically, this is not uncommon and is attributable to expenses related to the 2023 Joint Annual Convention, which will be recouped once the profit split is received from TOMA (Texas ACOFP 30% share of the total profit, which includes post-convention on-line CME sales, and our portion is approximately \$10,000 per Steve and Jill). Payment is anticipated within a week or two.

Also membership dues for 2024 will begin coming in November/December 2023 and a modest profit by year-end is anticipated

It was also noted that the excess funds in our Wells Fargo non-interest-bearing checking account still need to be invested. Kris has spoken with Wells Fargo and they declined to open an investment account for a non-profit. Dr. McKernan stated he is on the Board of another non-profit organization and they have investment accounts. He will speak with Merrill Lynch, and the Board will revisit this subject at our next meeting.

President Mason calls for a motion to accept the financial report as written.

Motion: To accept the financial report as written - Carol Browne, DO, FACOFP – Immediate Past President

2nd – Rebecca Daley, DO – Governor

Motion carries

- VI. CME
 - 1. Monthly Zoom 1-hour CME
 - Speakers needed

President Mason spoke in favor of including opioid treatment (State requirement) as a topic, along with any of the other state-mandated subjects. Kris will check with contact, Andy Joshi, MD, Pain Management, who has spoken for both TOMA and Texas ACOFP in the past.

President Mason asked that anyone on the call send speaker contact information to him or to Kris.

2. Regional CME in Alamo, TX

Audrey Jones, DO, Texas ACOFP member and past Texas ACOFP Governor offered her bed and breakfast in Alamo, along with assistance in organizing the CME meeting. Subject is brought before this Board for consideration before moving forward given the strong preference for virtual CME.

President Mason asked if Dr. Jones had a time-frame in mind. Dr. Browne stated she spoke with Dr. Jones, who is very interested in the prospect, and sees it as worthwhile given that past regional CME programs have been beneficial.

Dr. Gogu, who lives approximately twenty minutes from Alamo, stated the number of DOs practicing the area is small; therefore marketing would be vital for success.

Dr. King also lived and taught in the area previously, and stated that subjects such as Border health and medical Spanish might be a draw as well as broaden medical skill-sets. He also felt there are still enough physicians who want in-person CME.

Dr. Browne also reported that Dr. Jones felt there was opportunity to collaborate with the local hospital to increase attendance and dually accredit the CME program. Dr. Daley asks the associated cost for dual accreditation. Dr. Browne will take this to Dr. Jones.

President Mason mentioned there are students and faculty who travel to the area at least twice a year for community service and perhaps this could also increase attendance. Dr. King mentioned colonias in the area still without running water.

President Mason agreed that these were all good ideas and saw the potential for keeping costs low such as, no charge for the facility, speaker CME in lieu of monetary payment. The majority of expense would be for advertisement, dual accreditation and Kris' travel expense. Dr. Browne agreed to speak with Dr. Jones more in depth regarding costs and specifics (attendee cost person, time-frame for the meeting).

President Mason asked for a budget with breakeven numbers on major expenses before moving forward. Kris will work with Dr. Browne on this and present at an upcoming meeting.

VII. Schedule Next Meeting

President Mason asked for preference regarding the frequency of Board meetings during his tenure. Last year the Board met every month as there were several in-depth projects. Perhaps this year however, with less business to address, every other month would be appropriate.

Dr. Browne spoke of in favor of scheduling a monthly meeting for the entire year, which could be cancelled if unnecessary. Those on the call agreed.

Next meeting was scheduled for Tuesday, September 19, 2023 8:00 PM. Kris to collaborate with Dr. Mason for a monthly, third Tuesday meeting, unless there is a holiday or other known conflict.

Dr. Mason also reported meeting with some of the TCOM students. They have not had a solid connection to Texas ACOFP for some time. The students had an awesome Power Point Presentation with approximately forty-five first-year students interested in Family Medicine. The entire discussion was about TAAFP. Dr. Mason asked if similar events were common at other schools. He would like to work with Dr. Browne at UIW-SOM and someone at SHSU-COM to schedule a visit at each campus regarding the benefits and importance of maintaining osteopathic professional identity in Texas. His goal is to visit as many Texas residencies as possible during his presidency.

VIII. Adjourn

There being no further business to address, motion was made to adjourn.

Motion: To adjourn – Rebecca Daley, DO – Governor

2nd Carol Browne, DO, FACOFP – Immediate Past President

Motion carries, meeting adjourned.

Texas ACOFP Board of Governors Meeting | Tuesday, August 22, 2023 8:00 PM via Zoom

I. Call to Order – David C. Mason, MBA, DO, FACOFP - President

Meeting was called to order at 8:05 PM

II. Invocation – Carlton Lewis, DO, Governor

Osteopathic Pledge - David C. Mason, MBA, DO, FACOFP - President

Pledge of Allegiance - David C. Mason, MBA, DO, FACOFP - President

Pledge of Allegiance Texas State Flag - David C. Mason, MBA, DO, FACOFP - President

III. Roll Call

David C. Mason, MBA, DO, FACOFP – President

Stephen McKernan, DO, FAAFP, FACOFP – President Elect

Carol Browne, DO, FACOFP – Immediate Past President

Carlton Lewis, DO – Governor

Rebecca Daley, DO – Governor

*Brent Sanderlin, DO, FACOFP, FAAFP – Governor
Kris Beavers, Executive Director*

Absent

*Sujan Gogu, DO – Secretary/Treasurer
D. Tyler King, DO – Governor*

A quorum was determined and meeting commenced.

IV. Updates

1. Texas College of Osteopathic Medicine - David C. Mason, MBA, DO, FACOFP - President

President Mason reported 240 first-year students. There was good turnout at freshman orientation and noted the strong presence of AAFP on campus. He restated his goal to visit as many COM campuses as possible during his presidency. Additionally, TCOM recently hosted the TOMA Board meeting, which was visited by school leadership including the Dean and Provost.

2. University Incarnate Word School of Osteopathic Medicine – Carol Browne, DO, FACOFP – Immediate Past President

Dr. Browne reported first mock practicals for first and second year students. Also 91% passed COMPLEX I the first time. She is also excited to announce OMED will be held in San Antonio. And that she is on the CME planning committee for the TOMA Mid-Winter meeting.

3. Sam Houston State University School of Osteopathic Medicine – Brent Sanderlin, DO, FACOFP – Governor

Dr. Sanderlin reported a number of changes over the last few months, including new Dean, Thomas J. Mohr, MS, DO, FACOI, FAOGME. Dr. Mohr was invited to attend the 75th founding of the British Medical System and traveled to London for the event. While there, he visited one of the osteopathic institutions and there is opportunity for collaboration. Additionally, the first class at SHSU is starting their fourth year and busy preparing for Match, SHSU's first. New students are in their fifth week of class. He is also excited the school will be hosting a state-wide Rural Medicine conference on campus.

*V. Approval of Minutes
8/22/2023 Board Meeting*

Minutes from our last meeting on August 22, 2023 were sent in advance, and reviewed. There being no additions or corrections, a motion to approve was made.

Motion: To approve Minutes from August 22, 2023 Board of Governors Meeting - Stephen McKernan, DO, FAAFP, FACOFP – President Elect

*2nd Carol Browne, DO – Immediate Past President
Motion carries*

*V. Financial Update
1. Balance Sheet as of 09/17/2023
2. Profit-Loss as of 09/17/2023*

Financial reports, sent in advance of the meeting were reviewed. There was little change since last meeting August 22, 2023.

*VI. Old Business
1. Investment Account*

Wells Fargo Options

A. Certificate of Deposit: FDIC Insured

7 months @ 4.64% (4.75% APR) – renewal term 6 months

11 months @ 4.88% (5.00% APR) – renewal term 6 months

Information sent in advance of the meeting was reviewed. Kris reported meeting with Wells Fargo account representative to discuss investment options for FDIC insured products. Two CD options are available. Rates and terms discussed. Dr. McKernan asked about the deposit maximum and that up to \$250,000 was standard. Kris reported a prescheduled meeting this Saturday, September 23, 2023 and would confirm.

The consensus to move forward with 11 month CD at 4.88% (5.00% APR) with renewal term of 6 months was unanimous. Discussion was had regarding amount to invest. Balance sheet of 9/17/23 shows \$320,637.98. Several spoke in favor of investing \$250,000 in one CD and a smaller amount in a second. Kris spoke in favor of capping at \$250,000 for now to ensure appropriate funds in reserve for operating expenses and any unexpected expenses. She would send budget-to-actual reports after the meeting.

Motion: To open 11 month CD account at Wells Fargo in the amount of \$250,000 at stated terms - Stephen McKernan, DO, FAAFP, FACOFP – President Elect

2nd: Carol Browne, DO – Immediate Past President

Motion carries. Kris will execute September 23, 2023

2. Wells Fargo Account – Updated Signers

*A. Replace Harold Lewis, DO and William ‘Randy’ Rogers, DO (Past Presidents) with current Board members
Signers will have transaction authority (deposit, withdraw, close account)*

B. Key Executive designation

Required for any business account. Can sign checks, deposit, withdraw.

Kris reported that, in addition to herself, other signers on our Wells Fargo Business Checking included Harold Lewis, DO, William Randy Rogers, DO and Robert Peters, DO. All are Past Presidents who served their time and are no longer active on the Board, and Dr. Peters is deceased. Updated signers are needed.

Discussion was held. President Mason spoke in favor of adopting as protocol the positions of Secretary/Treasurer, President and President-elect. Dr. Gogu, current Secretary/Treasurer was unable to attend tonight and participate in the discussion. In the meantime, President-elect McKernan and President Mason were willing to be account signers.

Motion by made by Carol Browne, DO – Immediate Past President:

1. To remove Harold Lewis, DO, William Randy Rogers, DO and Robert Peters, DO as account signers to Wells Fargo Business Checking account

2. To replace with and adopt as new protocol, the positions of President (David Mason, DO, FACOFP), President-elect (Stephen McKernan, DO, FAAFP, FACOFP), Secretary/Treasurer (Sujan Gogu, DO) and Executive Director (Kris Beavers). Furthermore, the current President will rotate off the account at completion of their term as the new Secretary/Treasurer matriculates up.

2nd: Stephen McKernan, DO, FAAFP, FACOFP – President Elect and Brent Sanderlin, DO, FACOFP

Motion carries

Further discussion was raised on whether to add a motion to state how many signatures are needed for expenditures above a certain amount. It was noted that most transactions are electronic, signatures therefore not necessary. Also noted was the logistics of obtaining more than one signature due to living/working distance apart. However, with monthly meetings to include review of finances, the Board would be aware of all expenditures.

Dr. Sanderlin asked if Texas ACOFP has an auditor and protocol in place to review expenditures above a stated amount. He noted that TOMA reviews any expense over \$1000.00. This item is tabled for discussion at our next meeting.

2. CME Update Alamo, Texas

I. Preliminary Budget in draft stages

A. Dual Accreditation available through ACOFP (70/30 profit split)

B. Checking with hospital in Alamo for Dual Accreditation costs

C. Grant possibility through ACOFP to provide GLP1 Receptor lecture (unnamed company). \$1800 per meeting, requests 100 or more attendees.

Kris reported that the ACOFP is able to provide dual CME accreditation of the program, however Texas ACOFP is an AOA IA CME provider, therefore we only need the ACGME accreditation portion. She has requested the cost for providing only this portion. She also reported on a grant opportunity available through ACOFP.

Dr. Browne is contacting Audrey Jones, DO, local in Alamo for hospital CME accreditation information and any additional details they may have.

VII. Schedule Next Meeting

Tuesday, October 19, 2023 8:15PM

The next meeting has been pre-scheduled for Tuesday, October 19, 2023 8:15PM

VIII. Adjourn

There being no further business, a motion to adjourn is made.

Motion: To adjourn

2nd: Rebecca Daley, DO

Motion Carries

Respectfully submitted, Kris Beavers, Executive Director

Texas ACOFP Board of Governors Meeting / Tuesday, October 17, 2023 8:15 PM via Zoom Minutes

I. Call to Order – David C. Mason, MBA, DO, FACOFP - President
Meeting was called to order at 8:23 PM

II. Invocation – Brent W. Sanderlin, DO, FACOFP, FAAFP
Osteopathic Pledge - David C. Mason, MBA, DO, FACOFP - President
Pledge of Allegiance - David C. Mason, MBA, DO, FACOFP - President
Pledge of Allegiance Texas State Flag - David C. Mason, MBA, DO, FACOFP - President

III. Roll Call
David C. Mason, MBA, DO, FACOFP – President
Stephen McKernan, D.O., FAAFP, FACOFP – President Elect
Carol Browne, DO, FACOFP – Immediate Past President
Rebecca Daley, DO – Governor
Brent W. Sanderlin, DO, FACOFP, FAAFP – Governor

Absent

Sujan Gogu, DO – Secretary/Treasurer

Carlton Lewis, DO - Governor

D. Tyler King, DO – Governor

A quorum was determined and meeting commenced.

IV. *Approval of Minutes
9/19/2023 Board Meeting*

Minutes from our last meeting on September 19, 2023 were reviewed. There being no additions or corrections, a motion to approve was made.

Motion: To approve Minutes from September 19, 2023 Board of Governors Meeting - Rebecca Daley, DO – Governor

*2nd Carol Browne, DO, FACOFP – Immediate Past President
Motion carries*

V. *Financial Report*

Profit and Loss and Balance Sheet reports were reviewed (Jan – October 2023).

The most notable change was payment in the amount of \$9,200.56 received from the TOMA Foundation for Texas ACOFP's 30% (net) share of profits from the TOMA/TxACOFP 2023 Joint Annual Convention (June 8-11, 2023 San Antonio).

Prior year payouts were reviewed. In 2022, the split was \$8415.82, and 2021 was \$15,463.78. It was discussed that 2021 Annual Convention, held in Arlington, was well attended due to the first in person meeting post-COVID pandemic, and attendees were very receptive to seeing colleagues again. However, in general, most attendees prefer on-line CME for the convenience and cost savings on travel expenses.

Additionally, 2023 membership dues at \$16, 125 is a low figure, however it is expected to increase before year-end once Texas ACOFP dues paid through ACOFP (national) are received for the months of September, October, November and December 2023. Previous year's membership dues totals were also reviewed. 2021 membership dues totaled \$43,250, and 2022 totaled \$23,875. A difference of \$19,375. This sparked discussion on the prevalence of AAFP and their strong presence on COM campuses. Annual dues are higher, but include registration to their annual CME convention.

VI. *Investment Account*

1. New CD opened

Kris reported opening a Certificate of Deposit account, in the amount of \$250,000, with terms as discussed at last month's Board meeting, of six months at 4.88% with Annual Percentage Rate yield of 5% was opened on October 5, 2023 at Wells Fargo.

Other business conducted that day included the removal of signers from existing Wells Fargo Business checking account; Harold Lewis, DO, William Rogers, DO and Robert Peters, DO (deceased).

New signers added to Wells Fargo Business Checking, and CD account were David C. Mason, DO, FACOFP (President), Stephen McKernan, D.O., FAAFP, FACOFP (President Elect) and Sujana Gogu, DO (Secretary/Treasurer).

Wells Fargo account forms for both the new CD and Business checking updated signers will be sent via FedEx, first to Dr. Mason, then to Dr. McKernan and to Dr. Gogu. Each will need take the forms to a local Wells Fargo for in-person signature, then seal the FedEx package and affix label to the next signer.

2. Second CD

At last month's Board meeting, opening a second CD account was discussed, in an amount for the difference between operating costs with a comfortable margin for unexpected expenses. For several reasons, including current market volatility and FDIC cap of \$250,000 per account holder at that financial institution, it was felt that a money market account, FDIC insured, at a different bank/financial institution would be best. This would allow Texas ACOFP funds in reserve to earn interest while remaining accessible.

Suggested were, PNC bank and USAA. Kris to contact both and any others for information and report back at next meeting.

VII. Business Checking – dual signatures expenditures above a defined amount

Currently, the Texas ACOFP Administrative Handbook states that, "Texas ACOFP Board of Governors may appoint a member of the Society as an ex-officio co-signer of all checks greater than \$2500.00, which will require 2 signatures, with either the President or the treasurer, to expedite Society business." (pg 8).

Discussion was held that seldom does Texas ACOFP have expenses above \$2500, and if so, it is typically related to the Annual Convention (food and beverage, and/or hotel meeting room expenses). Additionally, most financial business is conducted electronically via Texas ACOFP debit card.

*Motion: Any expense at or above \$2500 must be reviewed by the Texas ACOFP Board of Governors at the next meeting, along with financial statements. - David C. Mason, MBA, DO, FACOFP – President
2nd - Stephen McKernan, D.O., FAAFP, FACOFP – President Elect
Motion carries. Kris to update the Texas ACOFP Administrative Handbook accordingly.*

VIII. Schedule Next Meeting

The next Texas ACOFP Board meeting has been prescheduled for November 21, 2023 at 8:15 PM via Zoom

IX. Adjourn

There being no further business, a motion was made to adjourn.

*Motion: To adjourn – Carol Browne, DO, FACOFP – Immediate Past President
2nd
Motion carries*

Meeting was adjourned at 8:55p.m.

Respectfully submitted,

Kris Beavers, Executive Director

Texas ACOFP Board of Governors Meeting | Tuesday, December 19, 2023 8:15PM via Zoom

Minutes

I. Call to Order – David C. Mason, MBA, DO, FACOFP - President
Meeting was called to order at 8:18PM by President Mason.

II. Invocation – Given by Rebecca Daley, DO, FACOFP - Governor
Osteopathic Pledge – Led by David C. Mason, MBA, DO, FACOFP - President
Pledge of Allegiance – Led by David C. Mason, MBA, DO, FACOFP - President
Pledge of Allegiance Texas State Flag – Led by David C. Mason, MBA, DO, FACOFP

III. Roll Call

Present:

David C. Mason, MBA, DO, FACOFP - President

*Sujan Gogu, DO – Secretary/Treasurer
Carol Browne, DO, FACOFP – Immediate Past President
Carlton Lewis, DO – Governor
Rebecca Daley, DO, FACOFP – Governor
D. Tyler King, DO - Governor*

Absent:

*Stephen McKernan, DO, FAAFP, FACOFP – President-Elect
Brent W. Sanderlin, FACOFP, FAAFP – Governor*

A quorum was pronounced and the meeting commenced.

IV. Approval of Minutes
10/17/2023 Board Meeting

Minutes of the Board meeting on October 17, 2023 were sent in advance of tonight’s meeting and were reviewed during this meeting. There being no additions or corrections, a motion to approve were made.

Motion: *To accept as presented the Minutes of October 17, 2023:
Rebecca Daley, DO, FACOFP – Governor
2nd - David C. Mason, MBA, DO, FACOFP - President*

Motion carried

V. Financial Report
*-Profit/Loss as of 12/18/2023
-Balance Sheet as of 12/18/2023
-Wells Fargo Bank Statements Oct, Nov 2023*

Financial reports were sent in advance of tonight’s meeting and were reviewed during

this meeting. Also sent in advance were Wells Fargo bank statements, as well as American Funds and LPL Investment account statements for October and November 2023 as there was no October Board meeting.

Currently the P&L shows a modest profit of \$4,219.52. This is expected to increase by year-end once December membership dues payment is received from national ACOFP.

VI. Investment Account – Money Market Options

-PNC Bank – Premiere MM \$10,000 threshold to earn interest. Current rate 4.0%, higher with linked checking or savings account. FDIC Insured.

*-Merrill Lynch – Preferred Deposit Account \$100,000 minimum, no investment fees,
Current rate 5.0%. FDIC Insured up to \$250,000*

Kris reports she spoke with representatives from both PNC Bank and Merrill Lynch regarding terms and conditions for money market account products. Also contacted were Capital One and ABC Bank, unable to reach a live representative at either. Messages left but no return call as of tonight’s meeting.

Options as outlined above for PNC and Merrill Lynch were presented. Products from both groups are FDIC insured.

Both options were discussed. The current balance in Wells Fargo operating account is \$84,240 (reflective of \$250,000 into new Wells Fargo Money Market opened October 5, 2023). Those on the call spoke in favor of PNC Bank due to person experience, lower minimum to open the account, and live, local representatives available to assist.

There being no further discussion, all were in agreement with choosing PNC Bank. A motion was made by There being no further discussion, all agree

Motion by Carol Browne, DO, FACOFP – Immediate Past President: *To open a checking account with PNC Bank for \$1000. And to open a Premiere Money Market account with an initial deposit of \$50,000*

2nd Rebecca Daley, DO, FACOFP – Governor

Motion carried. *Kris will type the Minutes of tonight’s meeting and schedule an appointment with PNC to open the accounts.*

VII. Request from Dr. Umstaadt to move from active to retired membership

Kris reports that William Umstaadt, DO from Georgetown, TX contacted the office to requests retired-member status. He has been a dues-paying member since 2009 and is retiring from active practice this year.

Motion: *Carlton Lewis, DO*

To move William Umstaadt, DO from active membership to retired membership. Per Texas ACOFP Bylaws, a retired member, he shall not be required to pay annual dues and shall not have voting privileges, but shall be admitted to meetings as a member.

2nd - Carol Browne, DO, FACOFP – Immediate Past President

There being no objection, motion carries.

VIII. Schedule Next Meeting
January 16, 2024 8:15 PM

IV. Adjourn

There being no further business, a motion was made to adjourn.

Motion: *To adjourn – Carol Browne, DO, FACOFP – Immediate Past President*
2nd
Motion carries

*Meeting was adjourned at 9:15PM.
Respectfully submitted,
Kris Beavers, Executive Director*