

**PACIFIC COAST OBSTETRICAL AND GYNECOLOGICAL SOCIETY  
MINUTES  
Sun Valley Resort & Spa  
Sun Valley, Idaho  
SECOND MEETING of the BOARD OF DIRECTORS  
SATURDAY, October 1, 2016**

**Attendance**

**Board of Directors**

Aaron Caughey, Editor, Scientific Proceedings  
Arzou Ahsan, S.F. Caucus Chair  
Maria Manriquez, Member at Large  
Dale Reisner, Seattle Caucus Chair  
Tom Powers, Past- President

Laura Greenberg, Portland Caucus Chair  
Kathleen Bradley, Los Angeles Caucus Chair  
Patty Robertson, President  
David Lagrew, President-Elect  
Fung Lam, -Secretary/Treasurer  
Martha Goetsch, Historian  
Dean V. Coonrod, Assistant Secretary/San Diego-AZ Caucus Chair

**Invited Guests;**

Glenn Huerta-Enochian, Arrangements Chair 2016  
Jim Macer, Arrangements Chair 2017

John Williams, Program Chair, 2017  
Brian Acacio, CME Coordinator  
**Society Administrator-** Linda Hinrichsen

TOPIC	DISCUSSION/ CONCLUSION/ RECOMMENDATIONS	ACTION PLAN/ PERSON RESPONSIBLE	STATUS
<b>I. Call to Order/</b>	The 2016 PCOGS Second Meeting of the Board of Directors was called to order by <b>President Patty Robertson</b> at 2:30 pm. Procedural policies were reviewed.		
<b>II. Approval of minutes</b>	<b>Secretary-Treasurer Lam</b> indicated that <b>minutes of the First and Second Business Meetings</b> were recorded and will be transcribed and posted for review.		
<b>III. Budget</b>	The Board voted unanimously to maintain the annual dues at \$350 for Fellows, \$175 for Semi-Retired Fellows and \$25 for Retired Fellows. This rate will be for members with timely payments. Additional fees will be incurred for those who pay late.		
<b>IV. Society Candidates</b>	The pathway to Society membership was reviewed in depth by the Board...from nominations at the Caucus level, through the mentoring process and to the paper presentation and preparation of the manuscript. The Board of Directors approved and placed on the ballot for Society membership the following candidates. <b>Seattle Caucus:</b> Jennifer Melville, Bettina Paek (presented at 2015 meeting), Suzanne E. Peterson, Adrienne Wesol <b>Portland Caucus:</b> Fred H. Coleman, Barbra Fisher, Carol Morcos		

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<p><b>V. Audit</b></p> <p><b>VI. Unfinished Business</b></p> <p><b>VII. 2017 Meeting</b></p> <p><b>New Business</b></p>	<p><b>San Francisco Caucus:</b> Laura L. Norrell  <b>Los Angeles:</b> no candidates from the LA Caucus  <b>San Diego/Arizona Caucus:</b> no candidates from the San Diego/AZ Caucus</p> <p>The audit committee review had been presented at the Second Business meeting.</p> <p>The initial review of the Sun Valley meeting was very positive. Areas for improvement included the box lunches (selections ran out or were unavailable). The Caucus dinners remain problematic. The venue for the San Francisco Caucus worked well as did their online payments. The LA Caucus members noted that their restaurant was not able to handle their large party and the service was very slow. Costs and payment for the Caucus dinners remains a problem and the Caucuses have different needs and expectations. The Caucuses will determine their individual Caucus dues which will be collected with the general annual membership dues.</p> <p>The issue of Caucus balloting for Caucus guests was discussed. It was suggested that “adverse” votes should come with an explanation for the concern. This will be further discussed at the 2017 Interim Board Meeting.</p> <p>The Board felt that there should be more done at attract new members. The Membership Track breakfast has been a big success and very well attended. Suggestions included having a separate reception for new and prospective members.</p> <p>The Investment Policy was reviewed and re-approved as outlined by the Investment Committee.</p> <p>The Member at Large addition to the Board has been very productive in getting younger members involved. Aaron Caughey and Maria Manriquez were examples of “Directors at Large” who quickly assumed leadership roles in PCOGS. It was recommended that the Board be expanded to include two “Members at Large”. This will be addressed at the 2017 Interim Board Meeting.</p> <p>President Patty Robertson requested that the 2017 Interim Board Meeting be rescheduled to March 18, 2017 (because of personal reasons). The IBM is usually held on the First Saturday in March.</p> <p>Jim Macer, Arrangements Chair 2017 presented the preliminary plans for the 2017 Meeting at the JW Palm Desert Resort. A site visit is planned to include Patty Robertson, Jim Macer (Cindy), Linda Hinrichsen and Fung Lam.</p> <p><b>Annual Meeting Photos</b></p>		

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VIII. Adjournment	<p>Kathy Gregory will publish the photos from the 2016 meeting on the web site using the “members only” side of the web site.</p> <p><b>Society’s FaceBook Page</b> The use of FaceBook by the Society was discussed briefly. The Administrator will provide email addresses for all members to Maria Manriquez to “invite” members to join the Society’s FaceBook page.</p> <p><b>Resident/fellow Submissions – Contacts at residency/fellowship programs</b> Aaron Caughey, Editor of Scientific Proceedings will work on contacts for the residency/fellowship directors.</p> <p><b>Subsidy of Caucus Guests’ registration fees</b> Arzou Ahsan, San Francisco Caucus Chair, presented an item discussed at the SF Caucus annual meeting Friday morning. The SF Caucus sponsored their Caucus guests at the 2015 meeting, paying their registration fee for the meeting. The SF Caucus asked the Board to consider the subsidy of Caucus guests by either individual Caucuses or the Society. After brief discussion, this item was deferred to the interim Board meeting in March, 2017.</p> <p><b>Younger Members gathering/event during annual meeting</b> There was a suggestion that a time be set aside during the annual meeting for younger members of the Society to meet and mingle. It was suggested that the Program Committee decide when that could take place.</p> <p>The meeting was adjourned at 4:30 pm by President Patty Robertson</p>		
	<p><i>The 2017 Interim Board of Directors Meeting will be on Saturday, March 18, 2017, from 10am -4pm The Westin San Francisco Airport Hotel. The Arrangements Committee will meet at 9am prior to the IBM.</i></p>		

Respectfully submitted,

*Fung Lam, M.D.*

Fung Lam, M.D.  
Secretary-Treasurer

Recorded 10/1/16 Revised 3/11/2017 – LH Edits 03 11 17

Date