

**PACIFIC COAST OBSTETRICAL AND GYNECOLOGICAL
SOCIETY
MINUTES INTERIM BOARD OF DIRECTORS MEETING 2020
SAN FRANCISCO CALIFORNIA
SATURDAY MARCH 7,2020**

Attendance

Board of Directors-Voting

Millie Behera, Member at Large By remote attendance

Aaron Caughey, Editor of Scientific Proceedings

Jane Dimer, Seattle Caucus Director, did not attend

Barbara Fisher, Member at Large

Thomas Gaylord, Secretary-Treasurer

Martha Goetsch, Historian

Fung Lam, President

James Macer, Past President

Lori Marshall, Assist Secretary, By remote attendance

Richard Paulson, Los Angeles Caucus Director

Dale Reisner, President Elect, By remote attendance

Vera Stucky, San Diego Caucus Director

Angelyn Thomas, San Francisco Director

Mark Tomlinson, Portland Caucus Director

Society Administrators

Linda Hinrichsen

Daniella Esquivias

Invited Guests

Andy Combs, Program Chair 2020

Jodell Boyle, Arrangements Chair 2020

Kurt Finberg, CME Coordinator

Glenn Huerta-Enochian, Ad Hoc Committee

Marilyn Laughead, Parliamentarian

Thomas Powers, AV Manager, By remote, dial in

Call to Order-The meeting was called to order by President Dr. Lam at 10:11 AM. Members and Guest were welcomed. Dr Lam remarked that 75 years ago, PCOGS meetings restarted after the WW II pause and would like to name the 2020 meeting “The Homecoming”.

1. Approval of Minutes- Minutes of first and second business meeting and the minutes of the first and second Board of directors meeting at Rancho Bernardo 2019 were submitted. There were no additions or corrections and stand as submitted and approved.

2. Report of Secretary/Treasurer- Dr Gaylord submitted a report summarizing the 2019 finances, membership including new, changed status and dropped, final 2019 meeting Income/Expenses and proposed budget for the 2020 meeting. See Attached report. Pertinent discussed items included a net profit of \$17,350 from the 2019 meeting, memorial funds total of \$462,911 end of 2019, and plan to consolidate bank accounts. We were able to withdraw \$27,000 from the PHC for 2018 meeting resident/poster presentations.

The proposed budget for the 2020 meeting (attached) was presented by Dr Gaylord. Hawaii meetings are usually more expensive but well attended and higher cost are expected by the Fellows. It is planned to eliminate the Sunday breakfast, change the companions Friday/Saturday breakfast to a restaurant voucher. The hotel will return the resort fee paid by the fellows to our master account. Cost sharing by Industry for the welcome reception and /or breakfasts is being investigated. Offsite and Luau costs have not been determined.

The 2020 meeting registration fees were raised to \$825 fellow and \$600 companions after review of the attached budget.

3. Assistant Secretary- The Website continues to function for dues, meeting registration and manuscript submission. It is small and new item space is limited. New items include minor updates such that the current website can be used for the 2020 registration with some improved mobile friendly software. "MemberClicks" at PCRS.org will be investigated as a new system. Drs Marshall and Fung will head up a Wikipedia site for the Society. Report attached.

4. Society Administrator Report- Conflict of interest statements were signed by all the board members. Daniella reported on website issues that she is working on with IT. Costs are around \$1100. Caucus dinner costs are needed by April 15 to be collected with registration with a 3% credit card fee.

5. Report of Editor of Scientific Proceedings. There were 10 oral research presentations at the 2019 meeting with additional varied presentations. 3 papers have been published from 2018, currently 2019 papers are in submission, none accepted to date. Resident/Fellow abstract submission for 2020 deadline is May 15 due to the September meeting. The Saturday Morning breakfast meeting informs and encourages potential fellows and will be continued. Mentor support is needed for a recent perspective.

6. Historian- fellows have volunteered to help at the Caucus level. Dr. Cohen is now the point person.

7. Industry Report-Transition to a committee approach has been slow. Industry support has been good with an individual approach but is becoming more labor intensive for one person. New for 2020 is an exhibitor fee of \$2000, possible Industry support for a reception or fellow breakfast and a possible trial of logo items such as cups, napkins and room keys. Fees (paid) for 2020 have started coming in. The educational grant application requires the 2020 program and budget which is now available, but ACOG sets the timeline.

COMMITTEES REPORTS

8. PCOGS AD HOC SURVEY- available for continued review. The 2020 meeting is being test modified based on the survey.

9.CME APPLICATION Dr. Finberg reported on the CME application. 2019 should be closed out soon. For 2020, the board approved 1.) the initial process, 2.) letters to the presenters with instructions to include only one name and the answers to the specific application questions regarding their paper and 3.) Deadline for returned information is March 23 for filing with ACOG April 15. This is a transitional year for the director and

help was offered if needed.

10. PROGRAM COMMITTEE 2020 The scientific portion will consist of 12 Society guest presentations, 6 fellow speakers, panel discussion and invited speakers. There are 6 +/-2 Resident presentations with the option of an additional funded meritorious category. The companion lunch speaker is from the Polynesian Voyaging Society. (No honorarium but \$1K donation.) The Presidential Lecture will be presented by John Chan. (\$1200 Hon.) Dr Willie Parker is conditionally scheduled to speak and highlight his book which the Society will make available. There is a possible ethical conflict which is being reviewed. With only a few exceptions, the program is completed.

11. CAUCUS ARRANGMENT COMMITTEE 2020 Dr. Thomas discussed the Grand Wailea Resort. There was a site visit in February. Rooms \$279-299 with additional \$40 for resort fee, etc. There will be a minimum F and B requirement of \$145,000 but rates are capped by a 20% rate change or 5% discount whichever is better. AV contract is not set yet. See above section 2 for further details. It is expected to be a fun and successful meeting.

12. PROGRAM COMMITTEE 2021 Dr. Caughey is the program chair. Speakers are being sought.

13. CAUCUS ARRANGMENTS COMMITTEE 2021 Dr. Boyle discussed the Park City Venue. Rooms are \$179, suites at \$279. F&B is only \$40K. Many discounts are available for golf and other activities on site. Friday night offsite is at the Olympic Training center and a special performance is planned. Saturday night dinner will be in the Red Pine Lodge with 2 levels, one for dinner and the other for entertainment. It is midmountain and accessed by the Gondola.

14. INVESTMENT COMMITTEE and AUDIT COMMITTEE Reports are summarized in #2 above. These two committees are being combined into one FINANCE COMMITTEE with a more current purpose. Review will be more effective with reporting every 3 to 6 months. We have a professional adviser at BAIRD and are using Quick Books. The amendment to the bylaws and standing rules is attached to the agenda, were reviewed and approved.

15. ARRANGEMENTS COMMITTEE Approved at the 2019 business meeting. It is being activated currently and assisted at the planning meetings preceding the IBM.

GUESTS

16. SOCIETY GUESTS 2020 See attached list. Delete Kathy Hsaio, ADD Kerry Price, LA

Caucus Sponsor Mark Winter, ADD Marni Carlyle, and early presenter (2021 approved society guest) Portland, Sponsor Mark Tomlinson No Concerns voiced.

17. CAUCUS GUESTS 2020 See attached list. Delete Megan Bird. No Concerns voiced.

18. SOCIETY GUESTS 2021 See attached list. note change Marni Carlyle, No Concerns voiced.

19. PERSONAL GUEST 2020 See attached list. No Concerns voiced.

20. GUESTS OF BOARD OF DIRECTORS 2020 See attached list. Concerns were voiced over Willie Parker. The program committee will research and review allegations of misconduct and advise the B of D in 2 weeks. Otherwise approved.

Discussion of Guest ranking. The board reviewed the outdated practice of ranking Caucus and Society guests. This was done when it was felt there was a need to limit the number of Fellows. This is no longer needed generating the following motions.

MOTION: Make a bylaw change to eliminate rank order of caucus and society guests and be replaced with a yes/no vote.

Seconded and passed unanimously. This will be sent to the fellows 60 days prior to the business meeting where it will be voted on.

MOTION: The follow up language to the immediately passed bylaw change in Section D and in Section H to be deferred at this time.

UNFINISHED BUSINESS

- a. Mission Statement- Dr Tomlinson noted some discrepancy in our Mission statement, and also noted that we do not have a vision statement. He submitted some revisions (agenda) and discussion followed. After no final decision was made, it will be reviewed by Drs Paulson, Tomlinson and Combs and re-submitted for review.
- b. Green Committee-a report included in the agenda was discussed. Many of their recommendations will be implemented at the 2020 meeting, but the board warned against too restrictive changes as our society has traditional expectations.

NEW BUSINESS

- a. Widows of spouses-When a Fellow passes away, the spouse will be given the option of receiving informational emails to remain a friend of the society. If we

are notified of their death, they will be included during our “In Memorium” moment.

- b. Bylaws changes-Dr Laughead and our society administrators have reviewed all our bylaws for out of date items and archaic wordings. Proposed changes were offered. There was unanimous agreement and Dr. Lam so moved that these changes be made. They will be sent to the fellows 60 days prior to the business meeting where they will be voted on.
- c. New Projector-Dr Powers by phone recommended the replacement of our 12-year-old projector with one with increased capabilities of multiple formats and brighter sharper images. \$900-1200 was approved.
- d. MICRA-Dr Macer spoke of the importance of this organization for physicians in California. An email will be sent to the Fellows of the three California caucuses under his name but not representing PCOGS.

25. Adjourned at 3:45 PM

Submitted by Thomas Gaylord MD, PCOGS Secretary/Treasurer