

# **World Aquatic Veterinary Medical Association**

## **Meetings Committee**

The Meetings Committee was established in 2008 to oversee and coordinate logistics for WAVMA-organized or sponsored symposia, conference, or other aquatic veterinary educational meetings.

### **Charge**

To fulfill this objective the Committee is charged to determine optimal and relevant venues and logistics (including developing, organizing and implementing Executive Board approved budgets, registration fees and costs; speaker solicitation, sessions and social programs; and, promotional programs), and will select a coordinator to coordinate and organize the details of any WAVMA-identified meetings, and provide information to the Meetings Committee in a timely fashion, for:

1. WAVMA conferences, symposia, workshops and other aquatic veterinary educational programs.
2. The WAVMA Annual General Meeting and other WAVMA business meetings at, or in conjunction with appropriate aquatic veterinary meetings.
3. WAVMA-organized aquatic veterinary sessions at meetings organized by other entities willing to collaborate or partner with, and recognize WAVMA, and provide WAVMA veterinary Continuing Education and Professional Development certificates for appropriate veterinary educational programs.
4. A WAVMA booth at appropriate meetings.

### **Structure, Membership and Appointment**

- The Committee will consist of at least three Full members that are directly involved with organizing any WAVMA or WAVMA-sponsored meeting, one of which will be the President-Elect.
- When appropriate members should serve at least a 2-year term for continuity.
- The Committee shall annually elect a chair and vice-chair to serve a one-year term ending December 31 of each year.
- The Committee may delegate specific tasks to subcommittees or work groups.

### **Meetings**

The Committee shall meet on a regular basis well ahead of anticipated meetings through electronic means (such as e-mail, telephone or internet conference calls) and are encouraged to meet in-person at least annually at the Association's Annual General Meeting or other suitable locations, to do the Committee's Business.

### **Funding**

Any actual costs for activities or programs developed and implemented by this Committee must be approved by the Executive Board.

### **Reports**

The chair will provide the Executive Board with copies of all meeting minutes in a timely fashion.

### **Life Expectancy**

The Committee will remain in effect indefinitely at the discretion of the Executive Board.

**Board:** Approved December 22, 2008

### **Members** (updated January 2016):

Julie Tepper (Chair) – 2016-2017  
Laura Urdes (Vice-Chair) – 2016  
David Scarfe – 2016-2017  
Chris Walster – 2016-2017  
Devon Dublin – 2016-2017  
Dušan Palić – 2016- 2017