**APPNA (Oklahoma Chapter) Executive Committee Conference Call Minutes (04/05/2018)**

The meeting started at 7:00 PM.

**Attendees**: Dr. Tauqeer Ali, Dr. Yasmin Sarfraz, Dr. Tariq Khan (Finance Committee), Dr. Faisal Latif.

1. The minutes of March meeting were approved by the 3 members of the EC, who were on the call.
2. Financial report was discussed. Discrepancy from February statement had carried over to March, which will be corrected by Dr. Yasmin and re-circulated.
3. Total account balance as of 3/31/2018 was $7182.81. City-wise balances are:
   1. Tulsa: $4200.89
   2. Oklahoma City: $2981.92
4. Request to add Dr. Tauqeer as a signatory to the Chapter’s bank account has been submitted to BOA. BOA requires existing signatories on this account. While Dr. Yasmin has signed off, signatures from Dr. Iftikhar and Mrs. Munazzah Khalid are awaited before Dr. Tauqeer can be added to this account.
5. The Website Re-design is expected to be completed by 4/22/2018. Dr. Tauqeer had asked the Website and Executive Committee members, if anyone is interested in closely working with S&M Infosoft. He has not heard from anyone.
6. Since Dr. Sanaullah is attending APPNA’s Spring Meeting, it was discussed and agreed upon by the EC to assign him as a proxy from the Oklahoma Chapter. Dr. Tauqeer is inquiring about the process from National APPNA. Once that is clarified, he will appoint him as the proxy. Note added: According to Central APPNA, for a proxy to be valid, the proxy must be a person on chapter’s current EC.
7. Dr. Tauqeer reported that he attended the National APPNA Healthcare Day conference call on 03/20/2018. APPNA President, Dr. Iqbal Zafar Hamid plans to start a Blood Donation Drive on behalf of APPNA also for which consultations are underway.
8. Annual Banquet planned for November 10, 2018 in Oklahoma City.
   1. It was agreed that Dr. Yasmin will go ahead and reserve Coles Garden as the venue, if available and make a non-refundable advance payment of $250.
   2. Host Committee to be finalized soon with a meeting thereafter.
   3. CME Committee was discussed in detail. It was decided to reach out to members of the committee. Dr. Tauseef Ali has been added to the committee and has been contacted to help with getting sponsor for CME program. Dr. Faisal will also reach out to representatives of pharmaceutical/device companies to obtain sponsorship. Help will also be sought from Dr. Iftikhar. Also, efforts will be made to reach out to individual donors for the event, so that ticket prices can be slashed considerably. However, it depends on how much funds can be generated from sponsorships.

The meeting was concluded at 7:50 pm.