**APPNA (Oklahoma Chapter) Executive Committee Conference Call Minutes (07/19/2018)**

The meeting started at 6:02 PM.

**Attendees**: Dr. Tauqeer Ali, Dr. Iftikhar, Dr. Yasmin Sarfraz, Dr. Fuad Hassny, Dr. Faisal Latif.

1. The minutes of June, 2018 meeting were approved by the 4 members of the EC, who were on the call.
2. Finance Committee Report:
   1. Accounts have been reported by Dr. Yasmin, the treasurer.
   2. Total balance in account: $6582.81
      1. Tulsa: $3900.89
      2. Oklahoma City: 2681.92
   3. Dr. Tauqeer asked Dr. Yasmin that 2 spread sheets be maintained for finances: One for individual events and one for overall income/expenses which was seconded by Dr. Iftikhar and was agreed upon.
3. Website Rebuilding Update:
   1. Dr. Tauqeer provided his DOB and last 4 of SSN as the authorized used for the PayPal account, so that website can become operational. It is expected to come online in a week or so.
   2. Dr. Tauqeer asked Dr. Latif to send final versions of last 6 months of meeting minutes so these can be posted on the website.
4. Social Committee Report:
   1. No responses have been received for face-to-face meeting of Social Committee meeting on July 24th. Dr. Faisal proposed if planning can be continued via whatsapp for now. Dr. Tauqeer suggested to Dr. Yasmin to send a follow-up to the committee and see if members are able to attend and then decide whether to have the face-to-face meeting or not. Another proposal from dr. Yasmin was that potentially 2-member subgroups in the committee can be created to finalize dinner, tickets/printing & interior decoration parts
   2. Dr. Yasmin has established contact with Gaillardia point person to put together menu and other aspects of the annual banquet.
5. CME Committee Report:
   1. At this time, through efforts of many members, some vendors have agreed and many have been invited to exhibit during the event.
   2. Two invitation letters were created and distributed among EC members who did not have objection to those letters. Subsequently, these invites have been sent to potential sponsors.
   3. In the next 2-4 weeks, picture will become clearer as to how many sponsors are coming through and then estimate can be made as to the ticket prices, projected by early September.
   4. Dr. Fuad appreciated that CME event being planned just before the dinner program will be helpful for Tulsa members to be present for both.
   5. Attempts to schedule face-to-face meeting have not been very successful at this point. However, planning is carrying on successfully.
   6. 4:30-6:30pm is the new proposed time for the CME event.
   7. Dr. Iftikhar has contacted his contact.
   8. Dr. Fuad reported that sponsoring CME through St. Francis will not be feasible. Therefore, we will proceed with finalizing CME event through AMEDCO for $1000.00.
   9. A flyer for the program has been created with proposed speakers being Dr. Iftikhar Hussain, Dr. Tauseef Ali, Dr. Asim Maqsood, and Dr. Faisal Latif.
6. Health Fair in Oklahoma City: 2 health fairs are being organized in collaboration with ICNA on August 11th (Masjid Nasr) and August 12th (Masjid Mu’min). Dr. Tauqeer is leading the planning efforts.
7. APPNA Healthcare Day: Date is October 13th. Dr. Tauqeer is leading the planning efforts.

The meeting was concluded at 6:40 pm.