**APPNA (Oklahoma Chapter) Executive Committee Conference Call Minutes (09/06/2018)**

The meeting started at 6:00 PM.

**Attendees**: Dr. Tauqeer Ali, Dr. Yasmin Sarfraz, Dr. Faisal Latif, Dr. Faisal Wasi.

1. The minutes of August 2018 meeting were approved by the 3 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: $10,558.00
      1. Tulsa: $3,900.07
      2. Oklahoma City: 6657.93
3. Membership dues collection (on chapter website):
   1. Payment option has become available on phone, which has derived considerable response from members in paying their dues. Of note, Dr. Tauqeer had reconfirmed with the webmaster Mr. Mahesh that the chapter website is secured and encrypted. However, an issue was raised on the WhatsApp group that when one gets to the webpage after clicking on the payment option, it says “not secured”. This is the page where demographic information is being collected (name of medical college, year of graduation and gender). Following this, the member is re-directed to the PayPal website to make the actual payment of dues, which is secured as per PayPal standards. In order to get the demographic information secured, it will require $1200 initial charge to obtain an SSL certificate as well an ongoing yearly $600 expense to maintain that certificate. Considering the significance of the additional charges and the concerns that it creates among members, it was decided by EC to stop collecting the demographic information after extensive discussion. Members who have already provided this demographic information will be destroyed in a secure fashion.
   2. Additionally, it was decided that the actual payments to be made on PayPal will be posted on the website which includes PayPal charges i.e., $26.07 for yearly & $257.78 for lifetime membership.
   3. It was discussed whether Mr. Mahesh should be added to the WhatsApp group, however, EC decided to hold off on it. Also, Mr. Rashid will be removed from WhatsApp group as he is not managing the chapter.
   4. Dr. Tauqeer asked that we ask members around to visit the website and pay their annual or lifetime membership dues as soon as possible.
4. Membership Drive: 23 members from OKC and 2 from Tulsa have paid their dues. Dr. Tauqeer urged to continue our efforts to get members to pay their dues on the website. Dr. Faisal Wasi will make efforts in Tulsa area as well.
5. Social Committee Report:
   1. Dr. Yasmin will submit a deposit of $500 to musicians.
   2. Dr. Yasmin will ask singer to return her personal check, and instead an official appna check will be mailed to them.
   3. Ticket prices to be finalized soon.
6. CME Committee Report:
   1. Drs. Tauqeer and Latif have been contacting sponsors. A sizable number have committed. So far, $5000 have been received in sponsorships. Dr. Latif is working on finalizing the CME certification through amedco. Speakers have been asked to complete their financial disclosures before it can be certified.
7. APPNA National Healthcare Day: Tulsa is organizing it on October 13th, while OKC planning to hold it on October 20th. OKC plans to provide CV fair in conjunction with flu vaccination. Tulsa has requested using the lipid analyzer. Details of the cost splitting between Tulsa and OKC for the lipid testing strips to be determined before the NHCD.

The meeting was concluded at 6:40 pm.