

AAIM Spring Executive Council Meeting Minutes
Fairmont Waterfront Hotel
Cheakamus Room
Vancouver, BC
May 15, 2005
8 am – Noon

Present in Person: Shank Cannon, Charlie Jones, Bob Watson, Ann Hoven, Kristi Petersen, Dave Duddleston, Tim Meagher, Ellyn Holzman

Participating via teleconference: Mike Clark, Jacki Goldstein, Pat Snow, Bob Coates

There were no additions to the published agenda.

Minutes from 2004 Executive Council Fall Meeting in Denver were approved with the correction of one typographical error.

Reports:

Secretary Treasurer: Mike Clark

- 2004 Net Income. This was up from 2003. Mike noted that this increase was approximately the same as the amount of corporate donations and emphasized the importance of those in our bottom line.
- There was a question about whether we have an consistent liabilities. Mike responded that we did and they included such items as Unconventional Planning, the JIM, AMEDCO, etc.
- We have carried liability insurance through a Canadian carrier that seems quite expensive. UP will get some additional quotes from other carriers.
- We receive a number of various bank statements most of which come to Charlie Jones. Since the Secretary-Treasurer should receive these and that changes often, it was decided that UP should also receive all of these statements as a back-up.

Mike will contact the institutions.

- UP sent out 1099 forms to those speakers who requested one, although we should actually send one to all speakers. The deadline for sending these was January 31, and we decided that we would not send 1099's to the remaining

speakers at this point. In the future however, UP will send 1099's to all speakers since we could be subject to a fine for failing to do so.

- We discussed the advisability of having a Canadian accountant for an organization registered in the United States since he may not be aware of all US tax laws and regulations. This could prove detrimental for AAIM. One of the main issues is where this accountant should be located since the Treasurer changes every 2 years. We will likely look for one near the next Secretary-Treasurer.
 - UP will develop a list of items that an accountant should do for the organization and then get input from Mike Clark. We would use this when we solicit bids for a new accountant.
 - Mike Clark will contact Sarah Budenske to conduct our next review.

Education and CME Committee: Jacki Goldstein

- The documentation for all 2004 CME activities is complete except for one small item that should not be a problem.
- AMEDCO is working on all CME activities for 2005 with the exception of the Basic Mortality Methodology course. Since Marty Engman and Tom Ashley will now be giving the course, Jacki will be in touch with them about CME requirements and insure that AMEDCO is aware this course will be given.
- The Committee felt that AAIM needed a broader disclosure form that included industry vendors such as labs and paramedical companies, reinsurance companies, etc. The Council agreed with this, and the Committee will work on this.
- AMEDCO. Our new relationship with AMEDCO is working out extremely well and has greatly simplified our having all the documentation required by ACCME.
- The Committee is considering a request from Ken Krause to provide CME credits for peer review of JIM submissions.
- Triennial planning is well underway for a February course in New Orleans at the Hotel Inter-Continental.

Journal of Insurance Medicine: Ken Krause

Ken was unable to attend and submitted his report electronically and it was reviewed by Shank Cannon.

- Four issues are planned for 2005 with costs similar to October 2004.
- Dave Williams has accepted the position of Associate Editor of Graphics.
- Recent readership survey had a low response rate but provided useful information for future planning.
 - Readers wish to continue to receive a print copy although there was interest in an electronic version as well. May be possible in the near future.
 - 76% of respondents rated the JIM 4 or 5 (5=very important/relevant, 1=not important/relevant).

- Case/ECG studies, mortality studies and mortality abstracts continue to be favorites among readers.
- There were a number of suggestions for improvement and articles.
- Shank Cannon added that a CD-ROM of all back issues of the JIM will be developed. Charlie Jones has worked with Allen Press to accomplish this, and we hope to distribute it at the annual meeting.

Membership: Craig Davidson

Craig Davidson was unable to attend but submitted his report electronically and it was reviewed by Shank Cannon.

- Total membership stands at 451 as of April 27, up from 439 in 2004.
- The Council approved the membership of 9 Active new members, 2 Associate new members, and 3 Affiliate new members.
- UP should be recognized for an excellent job in maintaining the member database.

Mortality and Morbidity Committee: Tom Ashley

Tom Ashley was unable to attend but submitted his report electronically and it was summarized by Shank Cannon.

- Tom has recruited Marty Engman to be co-director of the Basic Mortality Methodology Course, and Tom will serve as co-director with Marty.
- The course will be offered at the annual meeting.
- Since the Executive Council had agreed to provide financial support for John Iacovino if he assumed responsibility for the course, Marty Engman was offered the same support.
- Brian Ivanovic has shared all his excellent course material he developed as course director.
- Because of his involvement with the BMMC, Tom Ashley resigned as Chair of the Committee and David Winsemius was named to succeed him.

Professional and Public Relations: Dave Duddleston

- The website is working well and is a great success. Dave recognized Keith Clark for his outstanding work to maintain it.
- The Committee is looking for additional members and is would like input on areas for expansion of the website as well as additional content.
- A review of the site has been done to delete or change items that are outdated.
- We discussed the fact that there had not been a newsletter for a number of years. Cannon will develop one and send to Keith.

Board of Insurance Medicine: Kristi Petersen

Kristi Petersen attended in Bruce Empringham's absence.

- Kristi reported on those who have become certified in the past year and will forward that information to UP to update the database.
- There are 21 people with Accepted Candidate Status currently.

Program Committee: Ann Hoven

- Planning for the scientific program for the 114th annual meeting has gone well. UP and AMEDCO were involved from the outset and that went well. The latest version of the program was distributed.

AAIM Archive: Shank Cannon

Thanks to the efforts of Tom Ashley and Charlie Jones, the AAIM Archives are now housed in the Davis Library at St. Johns University in New York. Elizabeth Maule cataloged all the material and provided that to the Library. We need a procedure for adding material to the Archives and UP will follow up with the Library about this. UP has the catalog and will forward to Keith Clark

Future Meetings

2005 Annual Meeting: Shank Cannon

- September 17 – 21, 2005, Fairmont Chicago, Chicago, Illinois
- Planning is essentially complete and the brochure should be out within the next month.
 - We discussed whether we should offer a single-day registration. Jacki Goldstein reported that ACLI does this it has proven to generate more participation, particularly from underwriters. It was decided that we will offer a single-day registration in Chicago. UP will add this to the brochure.
 - Shank Cannon will send a letter to Chief Underwriters of companies in and near Chicago along with a program to hopefully generate interest in underwriters in the area.
 - Donation Solicitation. Shank Cannon will compile a master list of prior donors from the individual lists and solicits ideas for additional potential donors from the Council.

2006 Triennial Meeting: Valerie Kaufman (absent)

- February 12 – 16, 2006, Intercontinental, New Orleans
- Ellyn presented an overview of the preliminary budget. It is anticipated that there may be a slight deficit this year for multiple reasons, and we agreed that this would be acceptable since the Triennial is a valuable educational activity of the Academy. An increase in the registration fee was approved. \$1300 for early bird AAIM member registrations and \$1400 for late registrations (up \$100) and \$1450 for early bird non-AAIM members and \$1550 for late non-AAIM members.

2006 Annual Meeting: Bob Watson

- October 6 – 11, 2006, Westin La Cantera, San Antonio, Texas
- Preliminary planning is already underway.

2007 Annual Meeting: Jacki Goldstein

- Location not yet established, although New York is top of the list. UP will continue to research additional proposals, but a decision can hopefully be made by the end of May.

2008 Annual Meeting: Mike Clark

- Nothing to report at this time

With no other business to discuss, the meeting was adjourned.

Respectfully submitted by