

Association for Research in Otolaryngology
ARO Council Conference Call Minutes
June 22, 2006, 11:00 am – 1:00 pm EDT

I. Call to order – S. Rauch

Present: Ashley Wackym, Lloyd Minor, Steven Rauch, Peter Santi, Douglas Cotanche, John Middlebrooks, Karen Steel, Lisa Astorga, Darla Dobson

II. Secretary/Treasurer's Report

Minutes from the February 4 and 8, 2006 Council Meetings were approved.

Council reviewed the proposed budget.

Assisted Listening / Real Time Captioning expenses were discussed. The NIH conference grant provides \$10,130 towards this expense and NIH awarded an additional \$7,784 for the 2006 MWM. The budgeted increase for the 2006-2007 fiscal year reflects the increased expense incurred at the 2006 MWM and Council's decision to have all sessions captioning during the 2007 MWM.

The proposed budget for the Award of Merit reception is \$22,000. Actual expense from the 2005-2006 fiscal year was only \$5,331 because ARO received a credit towards this event per the contract with the Baltimore Marriott.

Council agreed the amount budgeted for the Congressional Reception should be lowered to \$1,500.

The Secretary/Treasurer's Report was approved.

III. Executive Office Report

A summary of Talley Management Group, Inc. activity was reviewed.

Dr. Shannon has been working on committee appointments and the Executive Office has mailed new committee member welcome letters and thank you letters to those with expired terms.

New features have been added to the ARO website including password protected downloadable membership directory and Council member only sections. The funding opportunities page is also now accessible through the ARO menu bar. Final notices for the 2006-2007 dues were sent via email and directed members to pay online using the same system used for collecting meeting registrations. The e-dues notices saved ARO the expense of printing and mailing the final notices.

Working with Dr. Santi, the Executive Office has started production of the annual newsletter. Articles should be submitted by the end of July. The newsletter is scheduled for electronic distribution at the beginning of August.

The NIH funding for additional 2006 MWM assisted listening and captioning services has been issued to Principal Investigator, Dr. Elizabeth Keithley at UCSD. The Executive Office has contacted UCSD to have the funds transferred to ARO prior to the close of our FY on June 30.

The Executive Office Report was approved.

IV. Membership Report

ARO membership numbers remain stable. There are currently 2,385 members. The Executive Office will see an increase in renewals and new applications during the abstract submission period from those trying to qualify to sponsor an abstract.

70% of the membership is from the US. 30% are international with the majority of international members residing in Japan, the UK, and Germany.

The Membership Report was approved.

V. MidWinter Meeting Registration and Abstract Processing

Lisa Astorga has been in discussion with the ARO site selection committee regarding 2008-2010 venues. At the committee's recommendation, Lisa is moving forward with Long Beach and Phoenix as options for 2008. Both would call for using a convention center with various hotels. ARO will be able to provide different price points for attendee hotel reservations. Registration rates will need to be increased to off-set the price of the convention center rental. Lisa is currently in negotiations with the Long Beach properties regarding commission. The 2008 venue selection will be determined during the September Council meeting.

ARO has signed a contract to return to the Baltimore Waterfront Marriott, February 12-20, 2009. The Marriott gave ARO a great deal including a credit towards the award of merit reception, complimentary internet drops, and no attrition.

Council approved moving ahead with Mira, Inc. for 2007 MWM abstract processing services. The abstract submission site will open September 1 and close October 1.

The MidWinter Meeting Registration and Abstract Processing report was approved.

VI. Committee Updates

Award of Merit Committee: ARO Council approved the committee's recommendation that the 2007 Award of Merit be presented to Dr. Eric Young.

Education Committee: As Council liaison, Dr. Middlebrooks will contact Drs. Micco and Eddins to check on the status of the 2007 MWM Short Course. An update will be provided at the September Council meeting.

Diversity & Minority Affairs Committee: A report was included in the agenda book for Council review.

Long Range Planning Committee: Dr. Davis presented the committee report. Post-meeting questionnaire results were reviewed. The Baltimore venue received several positive comments from attendees. Council discussed ending future MidWinter Meetings on Wednesday. The topic will be added to the September Council meeting agenda for further discussion.

Media Relations Committee: A report was included in the agenda book for Council review.

Physician Research Training Committee: Darla Dobson will contact Dr. Friedland to determine the needs for a Physician Scientist resource section of the ARO website.

Program Committee: Dr. Middlebrooks provided an update on committee activity.

Publications Committee: Drs. Shannon and Wackym will appoint a new chair for the committee. Appointments are made by the ARO President and do not need to be approved by Council. Josh Grimes' legal review of the JARO contract was discussed. His review indicates that ARO will have no liability for accumulated debt after the 10-year contract period. The incoming chair of the Publications Committee along with Dr. Eatock, may want to look at other publishing offers in anticipation of the contract period with Springer coming to a close.

The committee reports were approved.

VII. New Business

NIDCD will increase funding of “specials” from 20% to 30% of budget. Council reviewed Dr. Shannon’s synopsis of the issue. Council did not feel comfortable commenting on this change on behalf of the ARO membership and agreed that ARO should not comment. The ARO is well represented on the NIDCD Council and ARO should continue to support the NIDCD staff.

Dr. Middlebrooks discussed Dr. Battey’s email regarding a symposium on regeneration. Drs. Middlebrooks and Wackym will pursue the idea for the 2008 MWM. In a response to Dr. Battey, Dr. Steel’s Molecular Biology of Hearing Research meeting in July 2007 will also be noted as a possible forum.

VIII. Adjourn

Respectfully submitted,
Steven Rauch
ARO Secretary / Treasurer