

**Asian Pacific Islander Caucus
Monthly Conference Call
September 3, 2009 1pm EST**

Minutes

Present:			Excused:
Winston	Domin	Gereald Ohta	Mona
Arnab	Harry	Fahina	Simona
Sean	Lily		Jamie

Welcome by Winston and meeting called to order at 1:05

OFFICER UPDATES

Chair – Winston reported

For the 35th Anniversary Social Planning Walter Tsou and Marguerite Ro are confirmed as keynote speakers and have tried to contact Howard Koh with no results. Winston will keep contacting the scheduler to see if we can still get Howard. If we do not get Howard, we still have two great speakers.

Being that this is the 35th anniversary, maybe we can give out 1 better ipod or 2 idpods with the same quality. We can pick two prizes or one better prize. Very little comment on the ipod. Winston said that he has a Nano Ipod and that it is the ‘next one up’ and they run about \$160. Others did not have any idea on Ipods and prize may depend on fundraiser. Second options for prizes were gift certificates or books. Nadia was going to provide 2 Asian American Communities and Health books for APIC to give away as a gift.

On ORGANIZATIONAL SONSORSHIP, 6 requests have been sent out. ten to fourteen more will be sent out by end of week. We have a potential sponsor list from previous year plus Harry’s new contacts. Asked all if anyone knows of potential organization either locally or national as sponsor. No comments.

Winston added that the Temple University, Center for Asian Health, thru Harry, is sponsoring for \$1000. Roughly we are seeking support from 20 sponsors, similar to last year’s numbers and we are hoping that half or more will respond with a donation.

Winston thanked the API Caucus for all their feedback on the APIC accomplishments document.

Winston also reported that so far APIC has received one nomination from Moon Chen pertaining to the APIC Best Published Paper Award, and feels sure that we will have a good number of submissions this year. Winston requested that we please forward the call for APIC Best Published Paper Award announcement that was sent out. Winston will send out a reminder in another week.

Program Chair – Arnab reported

He has sent out all approvals pertaining to co-sponsoring scientific sessions (120+). He is not able, currently to see responds on the web because he has no access to the web. Last time he checked, there were about 60 to 70 percent approved.

Sean still looking for a replacement for his session that he is moderating and is willing to also switch other others. Fahina mentioned that she will be facilitating in the workshop that she will be presenting in. Lily mentioned that it was ok, and recommended that she presents her paper first before the others.

Communications Chair – Lily reported

Lily is currently working on converting APIC monthly conference call minutes from 2006 to present to PDF file starting with 2009 minutes and going backwards.

On APIC Accomplishments Documents, Lily stated that we also have a APIC timeline up until 2004 on our website. She has some in file and have not downloaded all. All that is on now is what Nadia did last year (APIC Accomplishments 2007-2008) and does not have any since then. Winston states that we should have an Accomplishments document every year from now on, and also that APIC website should also archive annual flyers/programs, events, etc. Lily could have sometime in the next weeks to work on the page for the timeline/accomplishments. Winston will send her an updated version of the APIC timeline for 1999-2009 with info on APIC executive committee membership and APIs in APHA governance. All APIC Chairs from the past decade including Rod have given feedback on this new timeline.

Lily asked if we want the Accomplishments document organized by year and build a list? Winston stated that it is annually, ongoing, brief update of items done over the year. Lily stated that she will do entry for 2007 and then when get 2008 will add. Winston mentioned that it is usually 2007-2008 and this year will be 2008-2009. Lily will use that format.

Lily has new blackberry and can send URGENT emails to her regular email if need her.

Hopefully next month when we work on program book, we can use last year's program book and cut and past to make it easier. Arnab mentioned that only our section gets to be included and not our co-sponsored sessions. Doing it any other way would be a tremendous amount of work. The emphasis is in our APIC scientific sessions and events and can link to other programs. Winston felt that we don't need to do extra work in the program book pertaining to co-sponsored sessions; we have 120+ APHA scientific sessions we are co-sponsoring this year.

Membership Chair – Simona

Simona was not able to make the call but from her email she reported that: We currently have 354 members, up 19% from October 2008.

A question was asked as to how many are APIC members. Winston reported that our members tend to have a higher (over 50%) compared to other caucuses (10-20%). We have a proactive membership list.

Policy Chair – Mona

Mona was not able to make it on the call.

Treasurer – Domin reported

The current balance is \$7,295 dollars, \$500 sponsorship payment to support CSAAH's conference was an August expense, a \$200 payment cleared for Phoenix restaurant for social and \$48 reimbursement for Lily for website maintenance costs (Go Daddy).

Domin thanked Winston for a generous donation of \$300 to APIC.

Domin will be working with Jamie to figure out menu for student reception. The cost is generally \$24 per person for continental breakfast. We are looking at ordering food for 15-17 people. Jamie and Domin will be figuring out the set up and logistics, etc. They are looking at having the speakers speak and then go to the tables. Winston informed us that last year we had 27 participants for the student breakfast and the year before that, 30 people attended, but we've always have more than enough food when they've ordered for 15-17 people. Winston suggested ordering for 15-17. Winston also asked for a podium and microphone in addition to 4 round tables seating 10 per table. We don't need a technical equipment.

Domin thinks that they will go for continental breakfast. Jamie and Domin will see if we can switch out some pastries for yogurt and fruits.

Discussion on website cost: Lily wanted to know how people feel about keeping the continuity by paying for 3-5 years in advance rather than just one year. She will also look at the cost for 2, 3 and 5 years, to see if there's any difference. She will follow up with the description of the different packages and then we will follow up at the next call.

Lily asked if it was ok with everyone to invite newly elected officers on the next call. Winston mentioned that we usually don't invite them on the call until November, so this would be a little different if we have them come on call in October. There was no reason why we cannot invite them for October's meeting, and everyone agreed.

Secretary's report – Fahina

Fahina wanted to first thank Harry for assisting her with the final duties of the election as she did not have the time to follow through on a timely fashion.

There was no further report. Winston mentioned that we have five NHPI officers from the communities for 2009-2010.

Student Representative report. - Jamie

Jamie was not on call, but Winston reported that she will be following up on best student abstracts and student breakfast.

Additional Items

On the Retreat Meeting, the suggested date is Wednesday Nov. 11th and the suggested times are either 2-4 or somewhere between 10 – 2pm. Winston will put out a wizard meeting announcement. The APHA conference ends on Wednesday 11/11 at 4pm.

Winston mentioned that, usually there is a Sunday dinner with all new officers and asked how everyone feels about having it on Nov. 8th at about 8pm. Everyone felt that it was ok. Winston will look around for some good restaurants, not too far from the convention center. Lily will ask for suggestions from a Philly friend. It was also brought up if we wanted to invite our leaders from APHA sections, caucuses, SPIGs to our social? That had not done that in the past. All felt ok with that. Gerald suggested we should invite Palama Lee with AIANNH Caucus to our Social.

Next APIC Executive Committee call will be in October – it will be the second to last call before conference. We'll be talking about agenda for business meeting and the social. Mona and Fahina had agreed to put together the opening ceremony. Perhaps they can report then on how that is going.

Mona will be the only one going to the Sunday morning leadership meeting. Harry will be traveling and will not be able to make it.

Gerald Ohta from the Hawaii group extended an invitation to the caucus as a whole to a social that is sponsored by the Hawaii group and it will be at Warm Daddy's on Sunday from 8-11pm. People in attendance will be alumni and people from different areas of disciplines.

Meeting adjourned.