

## **ADFM Secretary's Report to the ADFM Board February 2019**

*Dave Schneider, MD, ADFM Secretary*

It has been a pleasure to have served as your Secretary for the past two years. Below are a few highlights from my term as Secretary.

Participation on the Chairs' list-serve continues to be one of the most important services for Chairs representing ADFM member Departments. We continue to use the Chairs' List-serve to welcome new chairs – in the last year, we have welcomed 21 new chairs into ADFM. We are also using the listserv to introduce new Associate Members (described in more detail on the Membership Committee report), and currently have 26 associate members in ADFM. For the Administrators, they too have a list-serve which continues to be of value to them and serves an important welcoming role.

One of the important functions of the Secretary is monitoring the Chairs' listserv. To preserve the integrity and value of the list-serve, the Chairs in ADFM over the years have evolved [etiquette guidelines](#), which are housed on the newly revamped ADFM website. We continue to be vigilant about job postings over the Chairs' list-serve which are in accordance to our "etiquette guidelines."

Over the past two years, since ADFM formed a formal Membership Committee, in my role as Secretary, I have served on this committee as well. The role of Secretary is one of being at the "front lines" of our changing chair landscape with fairly constant change with a number of new departments being formed, and new osteopathic members joining ADFM.

The most important role of this position though is membership on ADFM's board of directors, and active participation in the leadership of ADFM. It has been an honor to serve in this role and I hope to continue to support ADFM in its growth as a group of leaders for our discipline.