

**Association of Departments of Family Medicine’s ANNUAL BUSINESS Meeting  
Saturday, February 25, 2023  
Intercontinental Buckhead  
Atlanta, GA**

**MINUTES**

The ADFM Business Meeting was called to order at 8:32AM by ADFM President, John Franko, MD after a quorum was confirmed, with at least 40 member departments represented in the room. Dr. Franko highlighted the agenda for the meeting and reminded the membership that the meeting materials were available on the meeting website. Dr. Franko asked for a motion to approve the February 23, 2022 Annual ADFM Business meeting minutes; motion was made, seconded and the minutes were approved by unanimous vote.

**Nominations Committee Report and Election of Officers and Member-at-Large**

Dr. Franko invited Chelley Alexander, MD, Nominations Committee Chair and Board Chair, to provide the report from the Nominations Committee. Dr. Alexander presented the uncontested slate of candidates for Offices of President-elect and Treasurer. She noted that these candidates’ personal statements were posted to the ADFM website.

President-elect: (2023-2024) – Jehni Robinson, MD

Communication Chair: (2023 – 2025) – Linda Speer, MD, FAAFP

*Election of Officers*

Dr. Franko thanked Dr. Alexander and accepted the slate of candidates. He then opened the floor for nominations for offices of President-elect and Communication Chair. Seeing and hearing no nominations from the floor, Dr. Franko closed nominations and asked for a motion to approve the slate of candidates for President-elect and Communication Chair. A motion to approve the slate was made, seconded and approved unanimously.

Dr. Alexander then presented the two candidates running in the contested election to serve the 2023-2024 Member-at-Large term: Jeff Quinlan, MD, FAAFP and Aaron Saguil, MD, MPH, FAAFP.

*Election of Member-at-Large*

Dr. Franko accepted the slate of candidates to run for Member-at-Large on the Board of Directors. He then invited each candidate to give a 2-minute speech and thanked them for stepping up to run for this position. Following the speeches, Dr. Franko asked Chairs (or their designees) to cast ballots to vote for one candidate to serve the 2023-2025 Member-at-Large term. Completed ballots were then collected on site by staff and counted.

**Announcements and Reports**

Dr. Franko gave some brief updates from the Board of Directors, noting some of our priorities in 2022 that we made progress on included:

1. Taking to heart our tagline, “vision, voice, leadership” and sharing out more about our efforts, data, and successes
2. Better ways for us to get the word out about open chair positions and to connect up those recruiting and those interested
3. Engaging LEADS alumni in networking activities

4. Evaluating LEADS and BRC fellowship in this first year of growth and planning for long-term evaluation
5. Getting the word out more broadly for LEADS to recruit a larger cohort for 2023
6. Determining if BRC fellowship recruitment for year 1 was “pent up demand” /recruiting for year 2
7. Cleaning up our policies

Dr. Franko also noted a few upcoming areas of effort in 2023, including strategic planning, leading the process to plan a Research Summit for the discipline (more information about this effort was shared in a session following the business meeting), co-hosting the Family Medicine Leadership Consortium meeting with NAPCRG, the ongoing expansion of our LEADS fellowship, and of course, supporting our ongoing and growing efforts! Dr. Franko also highlighted the key parts of our listserv etiquette/guidelines and encouraged folks to think about engaging in ADFM’s leadership opportunities – we always need people who are willing to step up! Dr. Franko shared the benefits of the Associate Membership category and suggested that it is an excellent leadership development opportunity.

*Administrators Steering Committee Update.* Annamalai Ramanathan, MBA, Administrators’ Steering Committee Chair, asked for a show of hands for those in the audience whose administrators aren’t members; then encouraged them to consider it. He shared briefly about the value of participation for administrators and thanked all of the Administrators who participate in ADFM for the value they add.

#### *ADFM Financial and Quarterly Survey Report Highlights*

Amanda Weidner, MPH, ADFM Executive Director, shared some highlights from the recent ADFM Financial and membership surveys.

Dr. Franko highlighted the other written reports included in the materials for this meeting, including updates from the ABFM, CERA, and the ADFM representative to WONCA, as well as annual reports from the Building Research Capacity Steering Committee, the Administrators’ Steering Committee, the Communication Chair & Membership Chair, the ADFM liaison to the Center for the History of Family Medicine, and the ADFM Executive Director.

#### **Treasurer’s Report**

Harry Strothers, MD, reported that 2022 was a good year financially for ADFM. He thanked everyone for participating in our postponed 2022 conference and for their attention to dues renewal. He reported that invested more of our cash reserves in 2022 and then the investment market took a downturn so we have seen some losses; but since these are “theoretical/paper losses,”the Finance Committee remains unconcerned as our operations are “in the black” and we have a healthy reserves account for emergency use and special projects. Dr. Strothers reported that we anticipate the investments will swing back in the other direction as the economy gets stronger after COVID downturns. In 2023, we are exploring other ways to grow our income; we have increased our grant funding (from ABFM Foundation specifically) for some special projects in the last few years, including expansion of our LEADS fellowship and our plans to host a research summit (which we’ll share more about later this meeting). Dr. Strothers also thanked STFM for their willingness to engage with ADFM through our Management Agreement, which is a great help to our small organization.

#### ***New ADFM Leadership and Recognition of Outgoing Board Members***

After the votes for Member-at-Large were counted, the newly elected ADFM leadership was announced:  
President-elect 2023-2024: Jehni Robinson, MD

Communication Chair 2023-2025: Linda Speer, MD, FAAFP  
MAL 2023-2025: Jeff Quinlan, MD, FAAFP

Dr. Franko also noted that Wayne Altman, MD, will be joining the Board as Advocacy Committee Chair, Deb Clements, MD, FAAFP is moving from her role as Member-at-Large to Education Transformation Committee Chair, Michelle Roett, MD, MPH, FAAFP, CPE will remain on the Board as CFAS representative although her term as Education Transformation Committee Chair has ended, and Holly Westog, MEd will join as Administrators' representative in her role as Administrators' Steering Committee Chair-elect.

The following outgoing Board members were also recognized by Dr. Franko with plaques to commemorate their service to the Board:

- Chelley Alexander, MD, Board Chair and Immediate Past President
- Dana Nguyen, MD, Communication Chair
- Kelvin Wynn, MD, Annual Conference Program Committee Chair
- Cynthia Haq, MD, Advocacy Committee Chair
- Ryan Outman, Administrators' Representative (will circle back on next year to finish term)

Dr. Franko passed the duties of President over to F. David Schneider, MD, MSPH and as his final act as ADFM President, Dr. Franko adjourned the meeting at 9:09am.