

Association of Departments of Family Medicine's ANNUAL BUSINESS Meeting
Wednesday, February 19, 2025
Hutton Hotel
Nashville, TN

MINUTES

The ADFM Business Meeting was called to order at 9:05am by ADFM President, Jehni Robinson, MD. Dr. Robinson highlighted the agenda for the meeting and reminded the membership that the meeting materials were available on the meeting website; a quorum for voting at the meeting was then confirmed. Dr. Robinson asked for a motion to approve the February 22, 2024 Annual ADFM Business meeting minutes; motion was made, seconded and the minutes were approved by unanimous vote.

Approval of changes to the Bylaws

Dr. Robinson shared proposed changes to the ADFM Bylaws; these changes were sent ahead of the Business Meeting for members' advance review. The proposed changes were a follow up from last year's Business Meeting where likely future changes were mentioned. The initial prompt was to revise the definition of membership to remove some specific language citing old tax code – these were also removed from our Articles of Incorporation per member vote in 2024. The Board of Directors took the opportunity to review the bylaws in full this year, with attorney input, and make some additional adjustments, in the hopes that we will not need to keep making frequent minor changes.

These proposed revisions included cleaning up some language as well as some more major changes, specifically:

- Simplifying the membership definition by removing the old tax code references;
- Removing the very specific requirements of the individual chosen as our public board member as these are already spelled out in the "job description" for that position;
- Adding a new article with standard legal clauses around indemnification;
- and changing membership approval for all dues increase to any dues increases above 3% in a year to give the finance committee and the Board a bit more flexibility in budgeting for the following year. We already also have a policy that states we will only increase dues if we show a projected operations budget shortfall in the next 2-3 years, so this does not mean we anticipate increasing dues annually.

Dr. Robinson called for a motion to approve these proposed changes. A motion to approve the slate was made, seconded and approved unanimously.

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

Dr. Robinson invited F. David Schneider, MD, MSPH, Nominations Committee Chair and Board Chair, to provide the report from the Nominations Committee. Dr. Schneider encouraged everyone to get involved in leadership or other opportunities and thanked them for his time serving ADFM. He then presented the uncontested slate of candidates for Offices of President-elect and Communication Chair:

President-elect: (2025-2026) – Colleen Fogarty, MD, MSc

Communication Chair: (2025 – 2027) – Kelvin Wynn, MD

Election of Officers

Dr. Robinson thanked Dr. Schneider and accepted the slate of candidates. She then opened the floor for nominations for offices of President-elect and Communication Chair. With no nominations from the floor, nominations were closed and a motion to approve the slate was made, seconded and approved unanimously.

Dr. Schneider then presented the candidate running for one Member-at-Large positions for the 2025-2027 term: Shivani Malhotra, MD, FAAFP.

Election of Member-at-Large Positions

Dr. Robinson accepted the slate of candidates to run for Member-at-Large on the Board of Directors and opened the floor for additional nominations. With no nominations from the floor, nominations were closed and a motion to approve the slate was made, seconded and approved unanimously.

Dr. Robinson congratulated the newly elected officers and Member-at-Large and recognized the newly appointed board members (also shared in a recent email to all):

- *DEI Committee Chair:* Shalina Nair, MD, MBA, FAAFP
- *Healthcare Delivery Transformation Committee Chair:* Annamalai Ramanathan, MBA
- *Leader Development Committee Chair:* Wanda Cruz-Knight, MD, MBA, FAAFP
- *Administrators' Rep to the Board:* Jill Borrall

Other appointed positions include:

- *Nominations Committee member:* Beth Rosemergey, DO, FAAFP
- *ADFM Conference co-chair:* Julie Phillips, MD, MPH

Treasurer's Report

Treasurer Peter Nalin, MD, MBA was unable to attend the meeting due to illness. Amanda Weidner, ADFM Executive Director, provided the Treasurer's Update in his stead. Ms. Weidner thanked everyone for their continued support of the organization and reported that we ended 2024 in a health position. However, as we project rising costs in the coming years, we are also projecting an operations budget shortfall in the next 2-3 years; our

dues increase policy indicates that when this occurs we will propose a dues increase. She noted that we always try to keep these increases modest and so are proposing a 3% dues increase beginning next year, the 2026 membership year. The last time dues were increased was 3 years ago, for the 2023 membership year; this increase was also 3%.

Ms. Weidner called for a motion to approve a 3% dues increase beginning in the 2026 dues cycle. A motion to approve the increase was made, seconded and approved unanimously.

Highlights and key accomplishments of ADFM in 2024

Dr. Robinson highlighted some key accomplishments of the organization in 2024, including our many offerings, collaborative partnerships, and progress on our strategic plan. She noted the new service for external reviews that we will be piloting in 2025 and mentioned a new communications leads “affinity” group that we will be trying out, and shared all of the various ways to get involved with ADFM. Dr. Robinson also called attention to a number of written reports provided with the business meeting agenda to give members an update on some of our other activities and programs.

Recognition of Outgoing Board Members

Dr. Robinson recognized the following outgoing Board members with a big thanks, noting that in the interest of time we already distributed their plaques out to them at the previous day's Board meeting. Dr. Robinson gave an extra thanks to Dr. Schneider, who has been on the Board since 2017 serving in numerous different roles.

- F. David Schneider, MD, MSPH, Board Chair and Immediate Past President
- Linda Speer, MD, FAAFP, Communication Chair
- Anna Flattau, MD, MSc, MS, Annual Conference Program Committee Chair
- A. Peter Catinella, MD, MPH, Leader Development Committee Chair
- Richard Lord Jr., MD, MA, Healthcare Delivery Transformation Committee Chair
- Elisabeth Wilson, MD, MS-HPEd, MPH, Diversity, Inclusion, & Equity Committee Chair
- Jeff Quinlan, MD, FAAFP, Member at Large
- Holly Westog, MEd, Administrators' Steering Committee Chair

Dr. Robinson, MD adjourned the meeting at 9:25am.