

Agenda:
Executive Committee
Joint Section on Disorders of the Spine and Peripheral Nerves
Tuesday, April 30, 1996
Minneapolis, Hilton, Board Room 2
1:00 - 2:45 p.m.

- | | | | |
|-----|------------------------------------|-------|-------------------------------------|
| 1. | Call to Order | | Ed Benzel |
| 2. | Approval of Minutes | 4-5 | Steve Papadopoulos |
| 3. | Treasurer's Report | 6-9 | Peter Klara |
| 4. | Annual Meeting Report - Past | | Curtis Dickman |
| 5. | Annual Meeting Report - Current | 10-11 | Vince Traynelis |
| 6. | AANS/CNS Meeting Report | | David Cahill, Kevin Foley |
| 7. | Nominations Committee | 12 | Arnold Menezes |
| 8. | Secretary and Treasurer Transition | | Ed Benzel |
| 9. | Bylaws Committee Report | 13-27 | Mark Hadley |
| 10. | Membership | 28-32 | Steve Papadopoulos |
| 11. | Research Committee Report | 33-35 | Richard Fessler |
| 12. | Meritorious Achievement Award | | Ed Benzel |
| 13. | Newsletter | 35a | Gary Rea, Bob Heary |
| 14. | Spine Journal | 36-51 | Vince Traynelis, Steve Papadopoulos |
| 15. | COSS | 52-53 | Arnold Menezes |
| 16. | Evidence Based Outcome | 54-55 | Ed Benzel, Rich Toselli |
| | a) Outcome Assessment Tool | | David Malone |
| | b) Data Collection | | Vince Traynelis |
| | c) Discectomy Study | | Paul McCormick |
| 17. | Spinal Cord Injury Guidelines | 56 | Bob Florin |
| 18. | Consulting Donations | | Dennis Volmer, Ed Benzel |
| 19. | New Business | | |

Joint Section on Disorders of the Spine and Peripheral Nerves
Executive Committee Members
April 1996

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Joint Section On Disorders Of The Spine And Peripheral Nerves

Position	93-94	94-95	95-96	96-97	97-98	98-99
Chair	E. Tarlov	R. Travis	A. Menezes	E. Benzel	R. Fessler	
Chair Elect	R. Travis	A. Menezes	E. Benzel	R. Fessler		
Immediate Past Chair	V. Sonntag	E. Tarlov	R. Travis	A. Menezes	E. Benzel	R. Fessler
Secretary	A. Menezes	S. Papadopoulos	S. Papadopoulos	S. Papadopoulos		
Treasurer	R. Travis	P. Klara	P. Klara	P. Klara		
Members @ Large	E. Benzel G. Rea	E. Benzel G. Rea N. Epstein	G. Rea N. Epstein J. McGillicuddy	N. Epstein J. McGillicuddy M. Hadley	J. McGillicuddy M. Hadley	M. Hadley
Ex-Officio Members			K. Foley, M. Hadley R. Toselli	P. McCormick P. Hitchon P. Ball E. Woodard		
Annual Mtg Chairman	S. Papadopoulos	R. Fessler	C. Dickman	V. Traynelis	N. Balwin	L. Harkey
Scientific Prog. Chairman	R. Fessler	C. Dickman	V. Traynelis	N. Balwin	L. Harkey	
Exhibit Chairman	M. Hadley	M. Hadley	C. Branch	C. Branch	C. Branch	
AANS/CNS Prog. Chairman	D. Cahill	D. Cahill	D. Cahill	K. Foley	K. Foley	
News letter	G. Bennet	G. Rea	G. Rea	G. Rea	B. Heary	B. Heary
Bylaws			M. Hadley	M. Hadley	M. Hadley	
Nominating Comm. Chair	V. Sonntag	E. Tarlov	R. Travis	A. Menezes	E. Benzel	R. Fessler
Nominating Comm. Members	S. Dunsker G. Rea	S. Dunsker G. Rea R. Saunders	G. Rea R. Saunders A. Friedman	R. Saunders A. Friedman N. Baldwin	A. Friedman N. Baldwin	N. Baldwin
Awards Committee Chair		M. Hadley	D. Volmer	R. Haid	C. Stillerman	V. Traynelis
Awards Committee		D. Volmer R. Haid C. Stillerman V. Traynelis	R. Haid C. Stillerman V. Traynelis P. Janaris	C. Stillerman V. Traynelis P. Janaris J. Hollowell K. Kuhlengel	V. Traynelis P. Janaris J. Hollowell K. Kuhlengel	P. Janaris J. Hollowell K. Kuhlengel
Research Committee Chair		R. Fessler	R. Fessler	R. Fessler	V. Traynelis	V. Traynelis
Research Committee		R. Toselli V. Traynelis	R. Toselli V. Traynelis G. Rea	V. Traynelis G. Rea K. Foley	G. Rea K. Foley	K. Foley

Minutes
Executive Committee Meeting
Joint Section on Disorders of the Spine and Peripheral Nerves
Wednesday, February 28, 1996
Disney Yacht and Beach Club Resort, Orlando, Florida

Members Present: Nancy Epstein, Kevin Foley, Richard Fessler, Peter Klara, David Cahill, Curtis Dickman, Paul McCormick, Vince Traynelis, John McGillicuddy, Gary Rea, Rich Toselli, Ed Benzel, Arnold Menezes, Steve Papadopoulos, Nevan Baldwin, and Bob Heary

The meeting was called to order by Arnold Menezes at 9:10 a.m.

Treasurer's Report was given by Peter Klara. A positive balance was reported of greater than \$500,000. A separate research fund containing \$100,000 is allocated as a part of the total positive fund balance. An approximate 10% return of investment of the 1995 annual year was reported. Dr. Klara will determine discrepancies in the treasurer's report and report back to the Executive Committee Meeting in April. Of concern was the fellowship fund and the poor return on investment for the 1995 year.

Current Annual Meeting Report was given by Curtis Dickman. It is anticipated there will be greater than 300 primary registrants with approximately 350 registrants total. Exhibits were entirely sold out for space provided. Structure of Annual Meeting Committee currently consists of a Annual Meeting Chairman, Scientific Program Chairman, Exhibit Chairman, and others.

Annual Meeting Future Report was given by Vince Traynelis and Nevan Baldwin. This will be in Newport Beach California. The Scientific Program Committee has been established and will be developing a program. ✓

Future Sites Report was given by Stephen Papadopoulos. The 1999 site will be in Orlando. There is a possibility of repeating at the Disney Yacht Club and Beach Resort and this idea was heavily supported. Subsequent report will be made at the next Executive Committee Meeting.

The AANS Spine Section Meeting will have a program on endoscopic spine surgery. The CNS spine section meeting will have a program on spine trauma. David Cahill requested ideas for future meetings. ✓

Bylaws Committee Report was given by Mark Hadley. Bylaws proposals were submitted to committee members for review and discussion at the next Executive Committee Meeting. } ✓

Nominations Committee gave a report. Arnold Menezes stated that nominations for the 1996-97 year will be presented for Executive committee approval at the April committee meeting. Research Committee Chair and Spine Task Force members will be also nominated and discussed at that meeting.

An extensive discussion of COSS was given by Dr. Menezes and Dr. Sonntag. It was the overall consensus of the Executive committee that we should continue to develop relationships with COSS. A meeting with the AANS leadership will take place after the annual spine meeting in Orlando. Report will be given at the next Spine Executive Committee Meeting.

Research Committee was given by Dr. Fessler. Two research grants have been sent to COSIN for review. Recommendations will be reviewed and developed for the April Executive Committee Meeting.

Newsletter report was given by Dr. Gary Rea. He will have assistant editorship help from Bob Heary and Scott Dull.

Membership report was given by Dr. Papadopoulos. It was voted that dues shall be increased to \$50.00 for 1997. This dues increase was voted unanimously. Additionally, Dr. Papadopoulos will look into the feasibility of membership certificates and a section logo. ✓

Lifetime Achievement Award was discussed by Dr. Menezes. Several suggestions were given. The Nominations Committee in conjunction with the current President will make a recommendation for a Lifetime Achievement Award. The Award will be here and after changed in name to the Meritorious Achievement Award.

A report on SAGES was given by Rick Fessler. This was a meeting primarily of endoscopic general surgeons for establishing guidelines for endoscopic spine surgeons. Dr. Fessler gave a report as to his involvement. Subsequent reports will be given at the time of the next Executive Committee Meeting. It was emphasized that neurosurgery spine surgery should remain quite involved in guideline development.

Outcomes Report was given by Dr. Toselli. The AAOS and council of musculoskeletal specialty societies outcome instrument was distributed to members of the Executive Committee. There will be a meeting in Chicago attended by Drs. Benzel, McCormick, Malone, and Fessler. The report as to this meeting will be given at the next Executive Committee Meeting.

A discussion as to the Joint Section Relationship with the journal Spine was introduced by Vince Traynelis. Meeting abstracts will be published in the journal this year. The Joint Section has received a formal invitation from Dr. Weinstein, Editor of Spine, to join a large international group of spine societies which name Spine as their official journal. There was an extensive discussion as to the pros and cons of this. It was felt by the Executive Committee that this represents a significant expansion of readership and exposure for neurosurgery in a cross discipline and international manner. There was unanimous support for continuing discussion with Spine in an effort to establish an official liaison. Dr. Papadopoulos will communicate with the AANS Board and the CNS Executive Committee for their opinion and approval to proceed. ✓

The meeting was concluded at 12:45 p.m.

JOINT SECTION ON DISORDERS OF THE SPINE AND PERIPHERAL NERVES



A Joint Section of
The American Association of Neurological Surgeons
and
Congress of Neurological Surgeons



EXPENSE LOG

For use in reporting expenses that have been previously
approved by the executive committee.

Name: _____

Address: _____

Meeting: _____

Date and Location: _____

Expenses:

Air Fare	_____
Hotel	_____
Taxi	_____
Meals	_____
Other	_____
Total	_____

Signature: _____

Please attach Receipts

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MEMBERS AT-LARGE

Clay L. Rice, MD
Stacy Epstein, MD
John McWhirley, MD

EX-OFFICIO MEMBERS

Kevin T. Foley, MD
Mark M. Hadley, MD

JOINT SECTION ON DISORDERS OF THE SPINE & PERIPHERAL NERVES

STATEMENT OF FINANCIAL POSITION

DECEMBER 31, 1995 AND 1994

DRAFT

	<u>1995</u>	<u>1994</u>
<u>ASSETS</u>		
Cash-Checking	\$ -	\$ (1,835)
Investments-Consolidated Pool	499,997	387,357
Receivables		
Misc, net of Allowances for Uncoll Accts	(926)	2,485
Interest	-	4,448
Due from AANS	-	100
	<u>(926)</u>	<u>7,033</u>
Prepaid Expenses		
Annual Meeting	23,632	25,969
Other Prepaid	-	240
	<u>23,632</u>	<u>26,209</u>
Furniture and Equipment, net of Accumulated Depreciation	871	1,029
	<u> </u>	<u> </u>
TOTAL ASSETS	\$ <u>523,574</u>	\$ <u>419,793</u>
<u>LIABILITIES AND NET ASSETS</u>		
Payable to AANS	\$ 15,662	\$ 31,377
Miscellaneous Payables	12,154	1,348
Deferred Dues	665	490
Deferred Annual Meeting Registrations	26,410	62,327
Deferred Annual Meeting Contributions	-	5,500
Total Liabilities	<u>54,891</u>	<u>101,043</u>
Net Assets		
Beginning	318,750	228,034
Net Revenue(Expense)	149,933	90,716
	<u>468,683</u>	<u>318,750</u>
TOTAL LIABILITIES AND NET ASSETS	\$ <u>523,574</u>	\$ <u>419,793</u>

JOINT SECTION ON DISORDERS OF THE SPINE & PERIPHERAL NERVES

STATEMENT OF ACTIVITIES

DECEMBER 31, 1995 AND 1994

DRAFT

	1995	Budget 1995	1995 Budget vs. Actual
REVENUES			
Membership Dues	\$ 29,559	\$ 24,000	\$ 5,559
Annual Meeting Registrations	209,702	149,900	59,802
Annual Meeting Exhibitors	34,345	35,800	(1,455)
Investment Earnings	40,658	12,000	28,658
Miscellaneous Contributions	49,575	16,000	33,575
Book Royalty Revenues	-	50	(50)
Miscellaneous Revenue	-	-	-
Contribution for Operating Expenses	7,235	6,000	1,235
TOTAL REVENUES	371,075	243,750	127,325
EXPENSES			
Audio Visual	\$ 15,157	\$ 16,000	843
Bank Fees	3,281	2,200	(1,081)
Contributions & Affiliations	-	-	-
Data Processing	962	1,000	38
Decorating	1,737	2,320	583
Depreciation	158	158	(0)
Dues & Subscriptions	-	-	-
Entertainment	2,131	2,500	369
Equipment Costs	160	200	40
Facility/Food & Beverage	71,379	76,350	4,971
Fellowships	34,600	-	(34,600)
Gratuities	664	750	86
Honoraria & Awards	3,966	1,000	(2,966)
Office & Other Supplies	961	6,450	5,489
Photocopy	1,403	925	(478)
Postage & Distribution	17,720	13,133	(4,587)
Printing & Distribution	18,845	14,533	(4,312)
Professional Services	567	-	(567)
Security	1,027	1,055	28
Shipping & Storage	-	1,000	1,000
Signs	580	600	20
Speaker Expenses	12,459	16,000	3,541
Staff Travel & Expense	2,753	3,000	247
Telephone	761	400	(361)
Tours & Transportation	4,489	1,925	(2,564)
Temporary Personnel	499	500	1
Uncollectible Accounts	1,030	-	-
Volunteer Travel	5,598	-	(5,598)
Other	864	-	(864)
Total Direct Expenses	203,751	161,999	(40,722)
Indirect Staff Time Allocations	17,391	15,800	(1,591)
TOTAL EXPENSES	221,142	177,799	(42,313)
NET REVENUE (EXPENSE)	\$ 149,933	\$ 65,951	\$ 85,012

JOINT SECTION ON DISORDERS OF THE SPINE & PERIPHERAL NERVES

STATEMENT OF ACTIVITIES

DECEMBER 31, 1995 AND 1994

DRAFT

	<u>1995</u>	<u>1994</u>
REVENUES		
Membership Dues	\$ 29,559	\$ 25,905
Annual Meeting Registrations	209,702	151,539
Annual Meeting Exhibitors	34,345	29,835
Investment Earnings	40,658	13,583
Miscellaneous Contributions	49,575	8,381
Book Royalty Revenues	-	12
Miscellaneous Revenue	-	-
Contribution for Operating Expenses	<u>7,235</u>	<u>4,099</u>
TOTAL REVENUES	<u>371,075</u>	<u>233,354</u>
EXPENSES		
Audio Visual	\$ 15,157	\$ 10,424
Bank Fees	3,281	2,463
Contributions & Affiliations	-	-
Data Processing	962	931
Decorating	1,737	4,123
Depreciation	158	158
Dues & Subscriptions	-	-
Entertainment	2,131	2,200
Equipment Costs	160	-
Facility/Food & Beverage	71,379	65,183
Fellowships	34,600	-
Gratuities	664	595
Honoraria & Awards	3,966	830
Office & Other Supplies	961	944
Photocopy	1,403	565
Postage & Distribution	17,720	12,760
Printing & Distribution	18,845	8,861
Professional Services	567	400
Security	1,027	653
Shipping & Storage	-	732
Signs	580	-
Speaker Expenses	12,459	6,540
Staff Travel & Expense	2,753	1,056
Telephone	761	260
Tours & Transportation	4,489	5,586
Temporary Personnel	499	547
Uncollectible Accounts	1,030	-
Volunteer Travel	5,598	-
Other	<u>864</u>	<u>125</u>
Total Direct Expenses	203,751	125,936
Indirect Staff Time Allocations	<u>17,391</u>	<u>16,702</u>
TOTAL EXPENSES	<u>221,142</u>	<u>142,637</u>
NET REVENUE (EXPENSE)	<u>\$ 149,933</u>	<u>\$ 90,716</u>