

Agenda
Executive Committee
AANS/CNS Joint Section on Disorders of the Spine and Peripheral Nerves
Westin Tabor Center, Denver, Colorado
Monday October 20, 2003

Call to order	R. Haid
Review minutes (4/28/03)	C. Branch
 Treasurer's Report	 T. Ryken
 Old Business	
World Spine II Report	E. Benzel
Annual Meeting RFP	C. Branch
Research and Fellowship Awards	C. Branch
Speaker Registration Waiver	C. Shaffrey
Spine Fellowships	I. Kalfas/J. Alaxander
 Membership Data	 J. Phillips
 Committee Reports	
Annual Meeting	D. Resnick/C. Shaffrey
Exhibits	M. McLaughlin/J. Knightly
Future Sites	J. Alexander
Education Committee	R. Heary
Newsletter	Hurlbert/Khoo
Rules and Regulations	D. DiRisio
Nominating Committee	N. Baldwin
Awards Committee	M. Gropper
Research Committee	J. Guest
Publications Committee	V. Traynelis
Web Site	A. Levi/C. Wolfla
Guidelines Committee	D. Resnick
Membership Committee	G. Trost
Outcomes Committee	P. Gerszten
CPT Committee	G. Przybylski/W. Mitchell
Peripheral Nerve Task Force	R. Midha
Washington Committee	R. Fessler/P. McCormick
Neurosurgery P.A.C.	S. Ondra
Public Relations	G. Pait
 New Business	
 Section Archives	 R. Rodts
Committee Grid Review	C. Branch
Executive Membership Directory	

**Meeting of the Executive Committee
AANS/CNS Joint Section on Disorders of the Spine and Peripheral Nerves**

**Westin Tabor Center, Denver, CO
Monday, October 20, 2003 at 8:00 a.m.**

The meeting was called to order by Dr. Regis Haid, Jr.

MEMBERS PRESENT: Dr. Joseph Alexander, Dr. Ronald Apfelbaum, Dr. Nevan Baldwin, Dr. Edward Benzel, Dr. Charles Branch, Jr., Dr. Tanvir Choudhri, Dr. Curtis Dickman, Dr. Darryl DiRisio, Dr. Regis Haid, Jr., Dr. Robert Heary, Dr. John Hurlbert, Dr. Mark McLaughlin, Dr. Rajiv Midha, Dr. Stephen Ondra, Dr. Stephen Papadopoulos, Dr. Daniel Resnick, Dr. Gerald Rodts, Jr., Dr. Timothy Ryken, Dr. Christopher Shaffrey, Dr. Gregory Trost, Dr. Christopher Wolfla.

Guests: Mr. Ron Engelbreit, Dr. Holly Gilmer-Hill, Dr. Praveen Mummaneni, Dr. Sam Hassenbusch.

Dr. Haid called the meeting to order at 8 a.m. Dr. Branch reviewed the minutes of the Executive Committee Meeting from Monday, April 28th. A motion to approve was made and seconded.

CPT COMMITTEE

The first order of business was a presentation from the CPT Committee by Dr. Sam Hassenbusch. He reminded us that this was primarily a service committee and that we, as the Executive Committee, should continue to interact in a way that gave the committee the directives to pursue in the various coding and regulatory environments. He indicated that a Lateral Extracavity code should be published in January of 2004, a Minimally Invasive ALIF code may be published in January, 2005 as a test case. The Re-Do Laminectomy or Exploration codes 63043 and 63044 are currently under survey by the Section members and will be presented at the next RUC.

There is some concern about the peripheral nerve codes and whether they are value-appropriate. A survey is being carried out in multiple Societies. Dr. Raj Midha indicated that we'll start with a survey of a small group to pick the codes that need review, and Dr. Gilmer-Hill and Dr. Allen Maniker will be working with him in this effort. There was some concern about the ENT use of the Brachial Plexus Exploration code.

Discussion continued about a Kyphoplasty code and Dr. Hassenbusch indicated that it will be at least 2007 or possibly 2010 before this can be resolved.

Dr. Haid addressed the Committee and proposed the creation of two ad hoc committees to provide information and facilitate interaction between the CPT Committee and the Spine Section regarding coding. One ad hoc committee will be composed of Drs. Bob Heary, Mark McLaughlin, Praveen Mummaneni, and Joe Alexander. This group will address the Kyphoplasty code issue. A second ad hoc committee was created to focus on arthroplasty. This group will be composed of Dr. Steve Papadopoulos, Dr. Greg Trost, Dr. Rick Fessler and Dr. Fred Geisler.

Dr. Hassenbusch indicated that a code for laminoplasty has been submitted and it will possibly be published here within the next year. Dr. Haid thanked Dr. Hassenbusch for his efforts and the efforts of the CPT Committee on behalf of the Spine Section.

TREASURER'S REPORT: Ron Engelbreit validated the financial statement that was included in the agenda packet. Overall, this was a very positive financial year. There was both positive net revenue from the annual meeting and from the investment portfolio. A recommendation was made to move \$250,000 out of cash short-term investments to a long-term investment pool. The Executive Committee reviewed and questioned Mr. Engelbreit over the expense and income report, and the budgeting process for 2004 was explained.

OLD BUSINESS:

1. World Spine II Report: Dr. Benzel reported on the World Spine II effort. There were just over 1000 registrants. The preliminary indication is that there will be \$15,000 to \$25,000 of net profit for the Spine Section. The World Spine Society was established at this meeting and there were nine directors, of which Dr. Benzel is the Chair. This will continue to maintain neurosurgery as a very high profile role in the world spine leadership. A further report on the Spine Section's role in World Spine III and in the development of an agenda for the World Spine Society will be reviewed at the March Executive Committee meeting.

2. Annual Meeting Request for Proposal: Dr. Haid indicated that the AANS, CNS and MCJ had submitted responses to the Requests for Proposal on the annual meeting to Dr. Haid. He proposed that an ad hoc committee of himself, Dr. Branch, and Dr. Lou Harkey review these proposals and make their recommendation to the Executive Committee at the meeting in March.

3. Research and Awards Ad Hoc Committee: Dr. Branch reviewed the work product of the Research and Awards Committee. The outline included in the Agenda book was discussed and several modifications made that will be incorporated. Salient points include the mandate that there would be no indirect funding to institutions for any of the research grants, and that the eligibility for research funding should be limited to Section members. With regard to the fellowship funding, we will clarify the uniqueness of a post-graduate fellowship and a resident fellowship with the fellowship preference going to applicants who have completed the training. The one-year award will be made to the sponsoring program. We also indicated that the applicant should be either ABNS or RCPS-eligible. With regard to the international fellowships, these will be selected and the participant will engage in that fellowship experience in the time frame that is contiguous with the annual Section meeting so that the benefit of the annual meeting may be accrued to the recipient as well. Payment of the fellowship will be made to the named recipient. With the Executive Committee's approval of these modifications, Dr. DiRisio of the Rules and Regulations Committee was directed to create the process for appropriate Section membership approval of these changes at the March annual meeting.

4. Speaker Registration Waiver: Dr. Shaffrey reinstituted the discussion based upon some communication that he had in anticipation of the annual meeting. The

current policy, in summary, is that the Section will not waive a Section member's registration fee for the annual meeting even when that person is making a presentation at the meeting. A short discussion regarding this rule and some of the implications followed. It was determined that the annual meeting Chair does have some prerogative in the enforcement of this rule, but that the Executive Committee affirms current policy.

5. Spine and Fellowships: Dr. Alexander reviewed some of the challenges that are currently being addressed. There will be a meeting of spine fellowship directors at the North American Spine Society meeting, and based on this meeting and other communications in the ensuing months, he will make a report at the Executive Committee meeting in March.

COMMITTEE REPORTS:

1. Annual Meeting Committee: Drs. Resnick and Shaffrey report that the preparations for the meeting are on track. The abstracts are being analyzed to avoid double submission for both the Section meeting and the AANS meeting as well. It appears on current analysis that this is not an issue but this will continue to be monitored.

2. Exhibits: Dr. McLaughlin indicated that the sales of exhibit space was on track, although it is early. He has a proposal for BMW to contract for exhibit space in our trial efforts at non-medical exhibitors.

3. Future Sites: Dr. Alexander reports that the contract for the meeting in Phoenix has been signed. Investigation of sites in Orlando for the 2006 meeting is underway. It appears that this is a very favorable environment. The site for the 2007 meeting has not been determined. There is some concern about competition with other meetings. The Executive Committee was presented with the concern that a strategic plan should be developed that might include attendance requirements by Section members, and the distribution of a survey to the membership regarding what the expectations for the annual meeting are.

4. Education Committee: The Spine Section's symposia and open paper presentations were moved to Monday and Tuesday for the Congress meeting, and we anticipate remaining in this time slot in the future.

5. Newsletter: Dr. Hurlbert is transitioning to Dr. Khoo, and he reports that this appears to be satisfactory.

6. Rules and Regulations: Nothing to report.

7. Nominating Committee: The Nominating Committee presented Dr. Daniel Kim as a Member at Large, and Dr. Bob Heary as the Chair Elect. These will be voted on by the membership at the business meeting in March.

8. Publications Committee: Dr. Traynelis was not present and Dr. Haid has asked Dr. Curtis Dickman to serve as the new Chair of the Publications Committee. This committee will continue to function as a liaison with *Neurosurgery* and the *Journal of Neurosurgery*. There is a discussion with the *Journal of Neurosurgery* for a special

issue showcasing papers. There was discussion about the impact of publication in the *Journal of Neurosurgery Spine* versus a more directed spine publication. Based on the potential involvement of BMW automotive group with the Section, we may pursue the potential creation of a BMW spine paper award, and Dr. Dickman will pursue this concept with Dr. McLaughlin.

9. Web Site: Dr. Wolfla has secured a domain name: www.spinesection.org. He is entertaining web site proposals. He will be collecting Spine Section demographic and other data to begin the foundation of the web site. He has recruited the assistance of Dr. Trost and Dr. Resnick in this effort. Dr. Wolfla also presented two proposals on web site development. The Executive Committee approved his working with Wiss, Janney, Elstner Associates and approved a budget of \$2500 for development of a web site, and approximately \$600 annual maintenance fees and a \$600 hosting fee. This would result in a \$4,000 investment for the first year and approximately \$1200 to \$1500 per year ongoing maintenance requirement.

10. Guidelines Committee: Dr. Resnick indicated that a fusion guideline process is proceeding. The challenge now of where this will be published and in what format is being addressed. Drs. Regis Haid, Nevan Baldwin, and Curtis Dickman formed an ad hoc committee to evaluate the options for publication of these guidelines.

11. Membership Committee: Dr. Trost reported on a somewhat excessive number of delinquent members. These will be given one further opportunity to participate or will be dropped from the Section membership. The resident membership issue will be pursued. The major benefits include free membership in the Section, and eligibility for Section awards.

12. Public Relations Committee: The Executive Committee accepted the resignation of Dr. Glenn Pait as the head of the Public Relations Committee.

NEW BUSINESS:

At the conclusion of the Committee reports, the grid for the future Executive Committee Chair appointments was reviewed. New Committee Chair appointments include Dr. Curtis Dickman, Publications Committee Chair, and Dr. Charlie Kuntz as the Public Relations Chair. The final composition of the Awards and Fellowships Committee and the Chair will be developed by Dr. Haid and presented at the Executive Committee meeting in March. In the interim, Drs. Gropper and Guest will function as Co-Chairs with the two committees functioning as one during this cycle.

There being no further business, the meeting was adjourned at 10:20.

Minutes submitted by:



Charles L. Branch, Jr., M.D.
Secretary

CLB/ajb

JOINT SECTION ON DISORDERS OF THE SPINE & PERIPHERAL NERVES

Committee Membership

	2001-02	2002-03	2003-04	2004-05
Nominating Committee Members	J.McGillicuddy	N.Epstein	R.Fessler	J. Campbell
	N.Epstein	R.Fessler	J.Campbell	V. Traynelis
	R.Fessler	J.Campbell	V.Traynelis	
Strategic Planning Committee	C.Dickman	N.Baldwin	R.Haid	R. Rodts
	N.Baldwin	P.McCormick	C.Branch	R. Heary
	R.Rodts	R.Rodts	R.Rodts	C. Branch
	C.Branch	C.Branch	T.Ryken	T. Ryken
		R.Haid	N. Baldwin	R. Haid
Outcomes Committee	P.McCormick	P.McCormick		
	W.Rosenberg	W.Rosenberg		
	J.King, Jr.	J.King, Jr.		
	M.Gropper	M.Gropper		
	G.Przybylski	G.Przybylski		
	D.Resnick	D.Resnick		
	E.Berger	E.Berger		
	M.Groff	M.Groff		
	J.Alexander	J.Alexander		
Awards Committee	M.Gropper	M.Gropper	M. Gropper	
	C.Paramore	C.Wolfla	C.Wolfla	
	C.Wolfla	P.Sawin	P.Sawin	
			G.Trost	
Education Committee				
Research Committee	R.Midha		J.Guest	
	R.Heary		C.Shaffrey	
	J.Guest		J.Hurlbert	
			R. Midha	

Executive Committee
Officers and Committee Chairs
JOINT SECTION ON DISORDERS OF THE SPINE & PERIPHERAL NERVES

Position	2001-02	2002-03	2003-04	2004-05
Chair	P.McCormick	N.Baldwin	R.Haid	G. Rodts
Chair Elect	N.Baldwin	R.Haid	G.Rodts	R. Heary
Immediate Past Chair	C.Dickman	P.McCormick	N.Baldwin	R. Haid
Secretary	N.Baldwin	C.Branch	C.Branch	C. Branch
Treasurer	R.Rodts	R.Rodts	T.Ryken	T. Ryken
Members at Large	S.Samudrala H.L. Harkey R. Heary	H.L.Harkey R. Heary R. Apfelbaum	R.Heary R. Apfelbaum J. Alexander	D. Kim R. Apfelbaum J. Alexander
Ex-Officio Members	W.Rosenberg R. Nockels	D.Kim S. Zeidman	R. Heary Z. Gokaslan	Z. Gokaslan
Annual Meeting Chair	R.Heary	J.Alexander	D.Resnick	C. Shaffrey
Scientific Program Chair			C. Shaffrey	M. Groff
Exhibit Chair	Haid/McLaughlin	M.McLaughlin	M.McLaughlin/Knightly	M.McLaughlin
Future Sites	S.Papadopoulos	S.Papadopoulos	J. Alexander	J. Alexander
Education Committee Chair	R.Heary	R.Heary	J.Hurlbert	J. Hurlbert
CME Representative	N.Perin	T.Ryken	T.Ryken	T. Ryken
Newsletter	J.Hurlbert	J.Hurlbert	Hurlbert/Khoo	Khoo
Rules and Regulations Chair	D.DiRisio	D.DiRisio	D.DiRisio	D. DiRisio
Nominating Committee Chair	C.Dickman	P.McCormick	N.Baldwin	R. Haid
Awards Committee Chair	T.Ryken	C.Paramore	M.Gropper	
Research Committee Chair	M.Fehlings	J.Guest	J.Guest	
Publications Committee Chair	V.Traynelis	V.Traynelis	V.Traynelis	C. Dickman
Web Site Committee Chair	A.Levi	A.Levi	Levi/Wolfla	C. Wolfla
Guidelines Committee Chair	T.Ryken	D.Resnick	D.Resnick	D. Resnick
Membership Committee	C.Laurysen	C.Laurysen	G.Trost	G. Trost
Outcomes Committee Chair	P.Gerszten	P.Gerszten	P.Gerszten	P. Gerszten
CPT Committee	J.Piper G. Przbylski	J.Piper G. Przbylski	W.Mitchell G. Przbylski	W. Mitchell
Peripheral Nerve Task Force Chair	R.Midha	R.Midha	R.Midha	R. Midha
Washington/FDA	R.Fessler	R.Fessler	Fessler/McCormick	P. McCormick
Section Rep.,P.A.C.	S.Ondra	S.Ondra	S.Ondra	S. Ondra
Public Relations	G. Pait	G. Pait	G. Pait	?C. Kuntz T.Choudhri

Minutes of the Business Meeting
AANS Joint Section on Disorders of the Spine and Peripheral Nerves
Marriott Hotel, San Diego, California
Monday April 28, 2003

MEMBERS PRESENT: Joseph Alexander, M.D., Ronald I. Apfelbaum, M.D., Nevan G. Baldwin, M.D., Edward C. Benzel, M.D., Charles Branch, Jr., M.D., Tanvir F. Choudhri, M.D., Richard G. Fessler, M.D., PhD, Peter Gerszten, M.D., Regis W. Haid, Jr., M.D., Robert F. Heary, M.D., Larry Khoo, M.D., Carl Lauryssen, M.D., Paul C. McCormick, M.D., Mark McLaughlin, M.D., Rajiv Midha, M.D., William Mitchell, MD., Stephen L. Ondra, M.D., T. Glenn Pait, M.D., Stephen M. Papadopoulos, M.D., Daniel Resnick, M.D., Gerald E. Rodts, Jr., M.D., Timothy C. Ryken, M.D., Christopher I. Shaffrey, M.D., Gregory R. Trost, M.D., Christopher E. Wolfla, M.D.

Guests: L. Behncke, M.D., R. Engelbreit, M.D., C. Koleman, M.D., J. Bean, M.D., K. Orrico, M.D., S. Hassenbush, M.D.

The meeting was called to order by Dr. Haid at 1:00 p.m.

Dr. Branch reviewed the minutes of the March 5, 2003 meeting. There were no changes and these were approved.

A. OLD BUSINESS

1. American Board of Spine Surgery. Letters from Dr. Nevan Baldwin to Drs. Heros and Hadley regarding our interaction with the American Board of Spine Surgery representatives at the March meeting were addressed by both the AANS and CNS. The position statements from the Congress was available for review in the meeting agenda booklet. A similar position statement will be posted on the AANS website. After some discussion, the Section unanimously supports the position statements of the parent organizations.

2. Annual Spine Section Meeting Request for Proposal. The letter documenting the rationale for soliciting requests for proposals for management of the annual meeting of the Joint Section and a sample request for proposal were reviewed by the Executive Committee. Changes proposed included a clause requiring that the mechanics of the Continuing Medical Education Protocol approved by the AANS would have to be met by the meeting services group. A list of potential recipients of the request for proposal included the AANS meeting service, the CNS meeting service, MCJ Associates, Medisource, Carlson Wagonlit, and Slack Meeting Services. After further discussion, Dr. Heary moved that we distribute the modified RFP's to the aforementioned meeting services groups. This motion was approved by the Executive Committee vote.

B. NEW BUSINESS

1. NPHCA-C4. To facilitate scheduling, Dr. Jim Bean was invited to address the Executive Committee regarding the proposed creation of a C4 entity entitled *Neurosurgeons to Preserve Healthcare Access*. He presented organized neurosurgery's viewpoint on tort reform and the plan to create a public relations campaign to effect federal decision making. The goal is to incorporate orthopedics, emergency medicine, cardiothoracic surgery, obstetrics and gynecology, and neurosurgery as an entity that can muster the resources to fund a public relations campaign to influence the tort reform vote. Dr. Bean was soliciting \$1000.00 per member of both the AANS and CNS and was soliciting funding from the section treasuries as well. This entity would be under the leadership of some current Washington Committee members including Dr. Stan Pelofsky, Dr. John Popp, Dr. Stewart Dunsker, Dr. Bean, and Katie Orrico.

Questions from the Committee began with Dr. Heary asking whether Dr. Bean was soliciting a certain amount. Discussion involved the realization that it would ultimately require a sizeable fund to accomplish the public relation goal. Dr. Bean and Ms. Orrico distributed voluntary contribution cards. Further discussion was tabled until later in the Executive Committee Meeting.

C. COMMITTEE REPORTS

1. Annual Meeting. Dr. Alexander reported that the annual meeting was successful both numerically and financially. While the expenses were just under \$300,000.00, the revenue of \$550,000.00 generated a margin of \$250,000.00. This was accomplished even though the registration was off by about 100 medical registrants from the previous year.

Dr. Resnick indicated that the meeting reviews were favorable. The controversy sections were well received. By and large the audience responses indicated a desire for increased question and answer periods.

Dr. McLaughlin reviewed the exhibits and discussed strategies to continue to increase revenue from exhibitors. Potential opportunities for pharmaceutical entities or other non-surgical vendors continue to be discussed. The possibility of opening the exhibition area to non-medical vendors as well will also be analyzed. At this time the meeting location and size of the hall ultimately derives the number of vendor exhibition booths and the current surgical vendor group will have priority depending on the exhibit hall size.

2. Public Relations Committee. Glenn Pait discussed section involvement with public relations efforts, not just financially but with physician input in the tort reform campaign. He will propose a plan to train spokespersons that will be designated to address the media in a public relations campaign.

3. Future Sites. Dr. Papadopoulos reviewed the San Diego 2004 meeting. The contract appears to be set for this meeting. The proposed location at a Marriott facility in Phoenix in 2005 is under negotiation. He and Dr. Alexander will transition and the future sites committee will pursue a strategic plan to cap meeting costs.

4. World Spine. Dr. Benzel reported that the exhibitor spaces for World Spine have sold out. CME will be managed by the North American Spine Society. It was reaffirmed during discussion that the underwriting with regard to profit or loss for this meeting will be shared equally with the Joint Section and the North American Spine Society.

5. Education Committee. Dr. Heary reported at the CNS meeting there will be a peripheral nerve seminar in addition to the spine section.

6. Newsletter. Dr. Larry Khoo reported that the biannual newsletter through the CNS newsletter is currently provided at no charge to the Joint Section. The understanding also is that there are four free e-blasts through the AANS e-mail system. It was mandated that the newsletter be reviewed by the section Chair and secretary prior to the distribution to any of the newsletters or to the membership. In light of the cessation of the neurosurgery on-call website, the section will plan to publish its newsletter on its own website should that be accomplished.

7. Website. Dr. Chris Wolfla reported that in fact the neurosurgical on-call website is being dissolved. He discussed creating a unique website with a unique domain name and server and web hosting. Dr. Haid indicated that this needed to be accomplished in anticipation of the fall Executive Committee meeting. Subsequent to the Executive Committee meeting in April, Dr. Wolfla was able to secure the domain name, www.spinesection.org. Dr. Wolfla will report on the website development at the fall meeting.

8. Awards Committee. Dr. Haid actually reviewed the current status of Joint Section awards. He recognized fellowship contributions from Medtronic, DePuy-Acromed, and Aesculap these were listed on page 60 of the agenda book. It appears that there is also a potential contribution for a peripheral nerve fellowship in honor of Dr. David Kline through the Integra Corporation.

Further discussion acknowledged that there is significant confusion with regard to the actual nomenclature of awards and fellowships and what the actual requirements and obligations are. The Executive Committee indicated that an effort to coalesce and clarify the research awards and fellowships was necessary. An AD-HOC committee consisting of Drs. Branch, Apfelbaum, Rodts,

Ryken, and Midha was formed and directed to define the Spine Section awards and fellowships and to define the criteria for the selection of the awards in addition to the eligible candidates and the obligations of the reward or fellowship recipients. This will be delivered to Dr. Haid and transmitted through the voting membership of the Executive Committee during the next two months prior to the submission deadline for awards and fellowships in August or September.

9. Guidelines Committee. Dr. Resnick reported on the progress with the fusion guidelines committee. Drs. Jeff Wong and Beverly Walters will be included in this group. He updated the time line and action plan for the project. This will also drive disbursement from the Spine Section treasury.

10. Membership Committee. Dr. Lauryssen will transition leadership of this committee to Dr. Greg Trost. The goal was to clarify the status of the resident memberships in addition to monitoring of the dues status of existing members.

11. Outcomes Committee. Dr. Gerszten reported that the SPORT trial might actually prove to be a valid study that recognized the real difference between surgery and non-operative treatment. The Executive Committee will await preliminary indications from this trial.

12. CPT Committee. Dr. Bill Mitchell introduced Dr. Sam Hassenbush who represents the AANS Coding and Reimbursement Committee. Dr. Mitchell indicated that a laminaplasty code is being produced and requested the names of practitioners performing this technique to respond to surveys. A minimally invasive code will be included as part of current codes. There is no support for an IDET or kyphoplasty code in the section. The North American Spine Society is beginning to analyze the potential for generating these codes as well. Dr. Gerszten indicated that he wished the minutes to reflect that he did support the creating or analysis of IDET or kyphoplasty codes.

13. Peripheral Nerve Task Force. Dr. Midha solicited and proposed ideas to raise the profile of the peripheral nerve group in the section. He discussed a plan to raise awareness of neurosurgeons doing carpal tunnel surgery and hoped to increase the frequency or incidence of this disease being treated by neurosurgery.

14. Washington Committee. Dr. Fessler reported on current activity with regard to the malpractice tort reform issue. The Drugs and Devices Committee has been resurrected under the Washington Committee. Drs. Fessler and Diaz will coordinate that effort. He indicated that the Washington Committee will need volunteers to assess queries to the Drugs and Devices Committee. He went on to discuss the Washington Committee's relation or role with the C4 entity. After further discussion, Dr. Fessler moved that the Spine Section contribute \$100,000.00 from the treasury to the proposed C4 entity. Dr. Rodts seconded this motion and the vote to approve was unanimous. A second motion was made to contribute \$25,000.00 as an annual contribution to the Washington Committee. Again, this motion was approved unanimously. Dr. Rodts also requested that a resolution be included in the minutes regarding individual participation.

Be it resolved that the Executive Committee Members of the Joint Section on Disorders of the Spine and Peripheral Nerves are committed to personally supporting the Neurosurgeons to Preserve Health Care Access entity through their own personal contributions and endorse the personal contributions of the entire Spine Section membership.

15. Political Action Committee. Dr. Ondra again solicited individual contributions to the Political Action Committee as this is distinct from the C4 and is geared toward influencing the election of effective and sympathetic members of Congress.

Treasurer's Report. Dr. Ryken reviewed the current treasury status. There is one 1.5 million in long and short-term assets in the section treasury as of March 2003. Ron Engelbreit from the AANS office reviewed and affirmed these numbers.

Delinquent memberships were recognized and it appears that there is a potential \$15,000.00 in outstanding dues. Carl Lauryssen will investigate the status of outstanding dues and send notification to members that a failure to remit annual dues would result in the loss of membership.

D. NEW BUSINESS

1. Spine Fellowships. It appears that there is an ongoing need to clarify the position of the Spine Section on spine fellowships. The Executive Committee has directed the formation of an AD HOC committee to clarify the position with the Society of Neurological Surgeons CAST regarding spine fellowships. This Committee will be chaired by Drs. Ian Kalfas and Joe Alexander and will include Dr. Ed Benzel, Dr. Dave Cahill, and Dr. Rick Fessler. This committee will secure the documents that have already been submitted to the SNS CAST and then review the NASS fellowship requirements and make a proposal to Dr. Haid as the foundation of further discussion with the Society of Neurological Surgeons.

2. Spine Section Archive. Dr. Rodts indicated that there really is no ongoing or longitudinal archiving of Spine Section documents. Dr. Rodts will electronically archive the Executive Committee minutes and meeting books from the past.

There being no further business, Dr. Larry Khoo made a motion for adjournment.

Minutes submitted by:

Charles L. Branch, Jr., M.D., Secretary

CLB/rm



American
Association of
Neurological
Surgeons

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September 11, 2003

2003-2004 Board of Directors

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Timothy C. Ryken, MD
University of Iowa Hospitals
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Dear Doctor Ryken:

The enclosed financial statements for the AANS/CNS Section on Disorder of the Spine & Peripheral Nerves are for the Year Ended June 30, 2003, and comparative information for the Year Ended June 30, 2002. The AANS auditors have completed their fieldwork, but until their final report is presented, changes to Fiscal Year 2003 are a possibility.

I will attend your Executive Committee Meeting to address any questions or comments regarding the year-end statements or the 2004 budget.

The last document enclosed is the fourth quarter summary of your investment portfolio.

If you have any questions, please do not hesitate to contact me at 847-378-0509 or rwe@aans.org.

Sincerely,

Ronald W. Engelbreit, CPA
Deputy Executive Director

Enclosures

Cc: Regis W. Haid, Jr., MD
John Popp, MD
Mark Hadley, MD
Arthur L. Day, MD
Douglas Kondziolka, MD
Laurie Behncke
Michele Gregory
John McConville

AANS/CNS Section on Disorders of the Spine
Statement of Financial Position
As of June 30, 2003

	<u>Current Year</u> <u>06/30/03</u>	<u>Prior Year</u> <u>06/30/02</u>
ASSETS		
Checking & Short Term Investments	\$724,933	\$498,513
Accounts Receivable, net of Allowance for Uncollectible Accounts	30,012	2,855
Prepaid Expenses		2,145
Long-Term Investment Pool, at Market	541,139	522,792
TOTAL ASSETS	<u><u>\$1,296,083</u></u>	<u><u>\$1,026,306</u></u>
 LIABILITIES AND NET ASSETS		
Liabilities		
Accounts Payable and Current Liabilities	\$102,059	
Deferred Dues	<u>27,375</u>	<u>28,725</u>
Total Liabilities	<u><u>\$129,434</u></u>	<u><u>\$28,725</u></u>
 Net Assets		
Unrestricted	\$997,581	\$917,349
Net Revenue (Expense)	<u>169,068</u>	<u>80,232</u>
Total Net Assets	<u><u>\$1,166,649</u></u>	<u><u>\$997,581</u></u>
 TOTAL LIABILITIES AND NET ASSETS	<u><u>\$1,296,083</u></u>	<u><u>\$1,026,306</u></u>

AANS/CNS Section on Disorders of the Spine
Statement of Activities
For the Twelve Months Ending June 30, 2003

	FY '01 Final	FY '02 Final	YTD FY'03	FY '03 Budget	FY '04 Budget
REVENUES					
Membership Dues	57,868	50,775	54,700	55,500	54,000
Mailing List Sales			1,825		
Contributions/Sponsorships		65,000	47,500	30,000	90,000
Miscellaneous Revenue	30,000				
Contributions for Operating Expenses	10,284	7,819	9,902	9,695	8,250
Annual Meeting Revenue	488,415	539,871	552,120	547,095	534,880
TOTAL REVENUES & SUPPORT	586,567	663,465	666,047	642,290	687,130
EXPENSES					
Audio Visual	234	1,604	753	600	1,000
Bank Fee	5,744	772	373	315	375
Contributions & Affiliations	25,000	25,000	125,000	25,000	25,000
Decorating	73	191	243		250
Facility		100			
Food & Beverage	1,629	2,342	5,196	2,000	5,000
Fellowships		75,000	75,000	75,000	90,000
Grants	153,500	12,289			
Marketing & Advertising	4,588	1,610	4,560	6,000	6,000
Legal Services	3,231		3,368		
Office & other Supplies	603	185	439	400	400
Photocopy	960	974	50	500	200
Postage & Distribution	4,974	10,178	904	3,000	3,000
Printing/Typesetting	382	42,239			
Professional Services	1,755	15,440			5,000
Signs		76			
Staff Travel		0			
Telephone	471	137	167	500	150
Uncollectable Accounts	5,344		1,598		
Staff Coordination	18,613	10,060	9,816	11,067	8,850
Miscellaneous	130		1,689		
Special Project Expense					25,500
Annual Meeting Expense	388,683	373,870	289,883	431,082	480,194
TOTAL EXPENSES	615,915	572,065	519,038	555,464	650,919
Investment Earnings	11,736	(11,168)	22,060	29,500	29,500
NET REVENUE	(17,611)	80,232	169,068	116,326	65,711

AANS/CNS Section on Disorders of the Spine
Statement of Activities
Annual Meeting
For the Twelve Months Ending June 30, 2003

	FY '01 Final	FY '02 Final	YTD FY '03	FY '03 Budget	FY '04 Budget
REVENUES					
Registration Fees	243,830	229,495	172,210	236,825	187,405
Exhibitor Fees	175,085	222,000	250,130	215,250	211,250
Contributions/Sponsorships	69,500	81,000	119,000	75,000	110,775
Banquet Revenue		7,240	10,780	20,020	12,000
Miscellaneous Revenue		136			13,450
TOTAL REVENUES & SUPPORT	488,415	539,871	552,120	547,095	534,880
EXPENSES					
Audio Visual	35,262	35,816	24,427	42,850	47,225
Bank Fee	1,500	5,760	6,425	5,800	7,800
Computer Programming & Supplies	611	83		200	150
Decorating	4,892	5,576	7,071	9,300	23,510
Entertainment	13,863	12,180	12,648	25,235	19,600
Equipment Costs			250	250	250
Facility		8,395	4,622	6,963	2,200
Food & Beverage	161,616	153,731	104,662	165,750	168,280
Freight & Shipping	782	1,399	1,461	1,200	2,885
Gifts & Gratuities		1,418	1,767	2,150	2,100
Honoraria & Awards	3,187	1,094	1,18	1,445	250
Insurance		3,625	3,830	4,000	5,025
Marketing & Advertising	6,695	851	143	800	2,600
Outside Labor		1,624	194	2,100	3,250
Office & other Supplies	500	350	787	900	850
Photocopy	329	963	742	1,500	650
Postage & Distribution	15,516	9,817	8,143	15,034	16,246
Printing/Typesetting	39,195	33,483	33,152	43,147	44,368
Professional Services	2,371	1,885	2,700	3,200	16,500
Security	1,106	1,696	1,788	1,975	2,520
Signs	3,082	1,966	1,013	2,250	4,285
Speaker Expenses	8,123	175	3,791	1,000	21,275
Staff Travel	7,429	6,049	2,125	8,150	6,525
Telephone	2,865	3,233	3,425	7,700	11,670
Temporary Personnel	6,267	3,393	765	4,075	2,680
Tours & Transportation		1,913	47	420	2,500
Volunteer Travel	1,409	890	758	900	
Staff Coordination	71,789	76,705	63,681	72,789	65,000
Miscellaneous	295				
TOTAL EXPENSES	388,683	373,870	289,883	431,082	480,194
NET REVENUE	99,732	166,001	262,237	116,013	54,686

AANS/CNS SECTION ON DISORDERS OF THE SPINE

NOTES TO FINANCIAL STATEMENTS

June 30, 2003

General & Administrative

Mailing List Sales – Budget \$0, Actual \$1,825

Revenue from sale of Mailing labels of section membership.

Audio Visual – Budget \$600, Actual \$753

Audio Visual expenses that were related to meetings held during the CNS Annual Meeting.

Contributions & Affiliations – Budget \$25,000, Actual \$125,000

A \$100,000 contribution to NPHCA was made that was not originally budgeted.

Food & Beverage – Budget \$2,000, Actual \$5,196

Consists of a \$1,858 charge for the Task Force Dinner, \$1,558 for food and beverage for meetings held during the CNS Annual Meeting and \$1,780 during the AANS Annual Meeting.

Legal Services – Budget \$0, Actual \$3,368

Legal services related to the NASS agreement.

Uncollectible Accounts – Budget \$0, Actual \$1,598

Increase allowance for doubtful accounts.

Miscellaneous – Budget \$0, Actual \$1,689

Expenses related to the Lumbar Fusion Guidelines.

Annual Meeting

Registration Fees – Budget \$236,825, Actual \$172,210

Registration was lower than anticipated due to not as an exciting location from other previous venues and due to the fact that there was another meeting with Executive Committee involvement within short timeframe after this meeting. Further, some members were worried about travel due to the impending war with Iraq.

Exhibitor Fees – Budget \$215,250, Actual \$250,130

Exhibitor fees are ahead of last year's pace due to more booth space to sell this year.

DISORDERS OF THE SPINE LONG TERM INVESTMENTS

Asset Allocation as of June 30, 2003

Index	Large Cap Domestic	Mid Cap Domestic	Small Cap Domestic	Int'l Equ.	Fixed Income	Total	Percent
S&P 500	\$ 166,752					\$ 166,752	31%
Mid Cap 400		\$ 82,457				\$ 82,457	15%
Liberty Acorn			\$ 22,874			\$ 22,874	4%
Ing Int'l				\$ 49,318		\$ 49,318	9%
Pimco					\$ 215,804	\$ 215,804	40%
Total Long Term Investments	\$ 166,752	\$ 82,457	\$ 22,874	\$ 49,318	\$ 215,804	\$ 537,205	100%
Money Market						<u>\$ 4,377</u> <u>\$ 541,582</u>	

<u>Section</u>	<u>3/31/03 Balance</u>	<u>Gain (Loss)</u>	<u>6/30/03 Balance</u>
Spine	\$ 487,874	\$ 53,708	\$ 541,582