



**International ACAC Executive Board Meeting
Wednesday, November 6, 2024**

MINUTES APPROVED

1. **Meeting called to order by President Wilson Lee at 8:38 AM ET.**
2. Absent from meeting: Megan Mankerian-Stem, Sonia Soni. All other Executive Board members were present, constituting a quorum.
3. **Motion:** To approve the [September 23, 24, 25 Board Meeting Minutes](#). **Motion Passed.**
4. **Board Restructuring Discussion** by Past President Michelle Chow-Liu.
 - a. Members received the first official communication via email.
 - b. First Town Hall is planned on November 21 for discussion with members. More Town Hall events will be planned between now and March when the vote takes place.
5. **Regional Institutes Update** by Vice President for Advocacy and Outreach Dan Marschner.
 - a. The 2024 East Asia, Southeast Asia and Oceania Regional Institute in Jeju was a huge success! Positive feedback from participants and the planning committee.
 - b. The event was profitable, with profit going back into the Global Fund.
6. **Regional Representatives Discussion** led by Representative Andrew Palmer.
 - a. As Regional Representative groups are being established, the Board would like to focus on the following items:
 - Regional connection, such as WhatsApp Communities or specific social media groups. "Connecting people is one of the biggest services we can provide."
 - International ACAC is volunteer-driven and has more engagement from certain regions. In order to be less US-centric, participation from other regions needs to be emphasized and encouraged.
7. **Discussion** about organizational partnerships led by President Wilson Lee.
 - a. The Board will maintain internal documentation of all discussions pertaining to organizational partnerships.
 - b. There are multiple ways to work with other organizations.
 - Partnerships - formal, include contracts.
 - Coordination/collaboration - informal without contracts.
8. **Past President Update** by Past President Michelle Chow-Liu.
 - a. The GNC has been meeting in preparation of the 2025 Election.
 - b. Open Vice President position descriptions, application requirements, and evaluation rubric are all finalized and ready to share with membership.
 - c. New this year:
 - Interest Form for potential candidates who want mentorship or discussion.
 - Candidates will be submitting videos during the application process.
9. **2025 Conference Update** by President-Elect Liam McCartney.
 - a. Conference Committee Chairs have been selected.
 - b. Very important dates:
 - Board retreat: July 12-14, 2025
 - Conference: July 15-17, 2025

- c. Registration costs are increasing this year due to inflation and the reality of hosting an event in Boston with the U.S. dollar, rather than London, Ontario with a favorable exchange rate for CAD.
10. Any Other Business
- a. HQ Updates
 - The 2025 renewal season has begun.
 - Margaret's maternity leave will start November 20.
 - b. Upcoming motions and updates to our Policies and Procedures.
 - There will be a motion forthcoming to formalize language around Dues Waivers. This may be an electronic vote.
11. **President Wilson Lee adjourned the meeting at 10:12 AM ET.**

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*Respectfully submitted,
Jessica Bishop
Administrative Coordinator
November 7, 2024*