



**Minutes**  
**AMERICAN PSYCHOANALYTIC ASSOCIATION**  
**Meeting of the Executive Council**  
**Thursday, January 14, 2016**  
**Waldorf-Astoria Hotel, New York, NY**  
**8:00am – 3:00pm**

**Mark Smaller, Ph.D., President & Chair**  
**Ralph Fishkin, D.O., Secretary**

**OFFICERS OF THE COUNCIL**

Mark D. Smaller, Ph.D., President & Chair  
Harriet Wolfe, M.D., President-elect  
Ralph E. Fishkin, D.O., Secretary  
William A. Myerson, Ph.D., Treasurer

**EX OFFICIO MEMBERS OF THE COUNCIL**

Robert L. Pyles, M.D., Past President  
Warren Procci, M.D., Past President  
Beth J. Seelig, M.D., Past Secretary  
Lee I. Ascherman, M.D., Chair, BOPS  
Elizabeth Brett, Ph.D., Secretary, BOPS

**COUNCILORS-AT-LARGE**

Norman A. Clemens, M.D.  
Herbert S. Gross, M.D.  
Michael J. Gundle, M.D.  
Jonathan House, M.D.  
Lee Jaffe, Ph.D.  
Kerry Kelly Novick  
Robert A. Paul, Ph.D.  
Jeffrey K. Seitelman, M.D., Ph.D.

**REPRESENTATIVE COUNCILORS**

Association for Psychoanalytic Medicine  
Jules Kerman, M.D., Ph.D.  
David Gutman, M.D. (alt.)

Atlanta Psychoanalytic Society  
M. Jane Yates, Ph.D.

Austin/San Antonio Psychoanalytic Society  
JoAnn Ponder, Ph.D.

Baltimore Washington Center for Psychotherapy & Psychoanalysis  
Jennifer Babcock, Psy.D.

Berkshire Psychoanalytic Society for Psychoanalysis  
Robin Joy Renders, Ph.D.

Boston Psychoanalytic Society and Institute  
Michael Dvorkin, Ed.D.

Chicago Psychoanalytic Society  
Ellen Rosenberg, Ph.D.  
Gabriel Ruiz, M.A. (alt.)

Cincinnati Psychoanalytic Society and Institute  
Peter Kotcher, M.D.

Cleveland Psychoanalytic Center  
Richard Lightbody, M.D.

Contemporary Freudians in APsaA  
Helen Gediman, Ph.D.  
Jane Hall, LCSW, FIPA (alt.)

Dallas Psychoanalytic Center  
Marc Litle, M.D.  
Mary Wyant, M.D. (alt.)

Denver Psychoanalytic Society  
Geoffrey B. Heron, M.D.  
Benjamin P. Green (alt.)

Florida Psychoanalytic Society  
Julio Calderon, M.D.

Greater Kansas City-Topeka Psychoanalytic Center  
Mari Hayes, Ph.D. (alt.)

Houston Psychoanalytic Society  
Sharon Gerber, LCSW

Long Island Psychoanalytic Society  
No representative at this time

Michigan Psychoanalytic Society  
Patricia Plopa, Ph.D.  
Margaret Walsh, Ph.D. (alt.)

Minnesota Psychoanalytic Society and Institute  
Margaret Fulton, Ph.D.

New Center for Psychoanalysis  
Jeffrey Prager, Ph.D.

New Jersey Psychoanalytic Society  
No representative present

New Orleans-Birmingham Psychoanalytic Center  
Lee I. Ascherman, M.D.

New York Psychoanalytic Society and Institute  
Maxine Fenton Gann, Ph.D.  
M. Geraldine Hoban, Ph.D. (alt.)

Oregon Psychoanalytic Center  
Kelly Reams, LCSW  
Donald E. Rosen, M.D. (alt.)

PINE Psychoanalytic Center  
Laurie Raymond, M.D.  
Alexandra K. Rolde, M.D. (alt.)

Pittsburgh Psychoanalytic Center  
Stuart D. Hirsch, M.D.

Psychoanalytic Association of New York  
Luba Kessler, M.D.  
Arthur Lew, M.D. (alt.)

Psychoanalytic Center of Philadelphia  
Edward Hicks, M.D.  
Lana Fishkin, M.D.

Psychoanalytic Center of the Carolinas  
David Moore, Ph.D.  
Rex Moody, M.D. (alt.)

Psychoanalytic Society of Upstate New York  
Arlene Kramer Richards, Ed.D.  
Paul W. Mosher, M.D. (alt.)

Saint Louis Psychoanalytic Society  
Thomas W. Campbell, M.D.

San Diego Psychoanalytic Center  
Joanne Callan, Ph.D.  
Timothy Rayner, M.D. (alt.)

San Francisco Center for Psychoanalysis  
Gary Grossman, Ph.D.  
William C. Glover, Ph.D. (alt.)

Seattle Psychoanalytic Society and Institute  
Sandra Walker, M.D.

Southwest Psychoanalytic Society  
No representative present

Tampa Bay Psychoanalytic Society  
Elise W. Snyder, M.D.

Virginia Psychoanalytic Society  
Susan Stones, LCSW

Washington Center for Psychoanalysis  
David Cooper, Ph.D.

Western New England Psychoanalytic Society  
Rachel Bergeron, Ph.D.

William Alanson White Psychoanalytic Society  
Ira Moses, Ph.D.  
Anton Hart, Ph.D. (alt.)

Wisconsin Psychoanalytic Society  
Valerie Laabs-Siemon, M.S. (alt.)

### **AFFILIATE STUDY GROUPS REPRESENTATIVES**

Nashville Psychoanalytic Study Group  
Thomas Campbell, M.D.

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Birmingham Psychoanalytic Study Group  
Lee Ascherman, M.D.

Eastern Long Island Psychoanalytic Study Group  
No representative present

Lexington Psychoanalytic Study Group (Kentucky)  
No representative present

Santa Fe Psychoanalytic Study Group  
No representative present

Society of Psychoanalysis of Puerto Rico  
No representative present

Syracuse Psychoanalytic Study Group  
No representative present

Professional Registered Parliamentarian  
Rod G. Davidson, PRP

## **1. Call to Order and Opening Remarks – Dr. Smaller**

The meeting was called to order at 8:16 a.m. Mark Smaller, Ph.D. welcome everyone and introduced the officers and the Parliamentarian.

## **2. Secretary's Report – Dr. Fishkin**

### **A. Roll Call**

Dr. Fishkin called the roll. 47 members of the Executive Council were present who are entitled to vote, thus establishing a quorum.

### **B. Notice of Proxies**

The Secretary reported that 1,357 proxies ballots were received for the Meeting of Members on Friday, January 15, 2016.

### **C. Approval of minutes of June 4, 2015 Executive Council Meetings**

The chair asked for corrections to the minutes of the Executive Council meeting on June 4, 2015 which were posted online on October 15, 2015 and were also in the back of the meeting room. Since there were no corrections, the minutes were approved as circulated.

### **D. Consent Calendar**

#### **i. Approval to Affirm the Executive Committee for 2016.**

There was a request to remove item i from the Consent Calendar for discussion later in the meeting.

### **E. Membership Update**

Currently the Association has 2,996 members. By category, there are:

1,431 Active Members  
1,079 Senior / Life Members  
438 Candidate Members  
19 Academic Associate Candidates  
29 Academic Associates

Since the January 2015 Meeting, the following changes in membership have occurred:

- 70 Active Members became Senior Members
- 43 members have died (including 2 Honorary Members)
- 90 members have resigned
- 25 members reinstated their membership
- 11 Candidate Members and 8 Academic Associate Candidates were dropped because they are no longer candidates in training

- 3 Candidate Members were dropped because they completed Academic training.
- At the January and June 2015 meetings, we gained 146 new Active Members and 84 new Candidate Members plus 24 Academic Associate Candidate Members.

Effective at this meeting, we will have the following new members:

- 56 New Candidate Members
- 7 New Academic Associate Candidates
- 36 Candidate Members graduated and will become Active Members
- 8 non-member APsaA institute graduates will become Active Members
- 4 IPA members of IPA graduates will become Active members
- 2 analysts trained outside of APsaA or the IPA will become Active Members
- 1 new Academic Associate member

The 2015 year-end totals of Associates are:

Educator Associates: 66  
 Psychotherapist Associates: 276  
 Research Associates: 38  
 Student/Resident Associates: 49  
 Total of 429

#### F. Summary of Actions of Executive Committee Meetings

During the period between the June 2015 Executive Council meeting and this meeting of the Executive Council, the Executive Committee took the following actions:

1. Given limited options for locations to hold the Annual Meeting in June 2016 (prospective hotels not having available meeting space), the Executive Committee decided that the June 2016 Annual Meeting will be in Chicago at the Palmer House Hotel.
2. At almost every meeting, the Executive Committee continued its discussions of the recommendations for change as endorsed by the Executive Council and the Board on Professional Standards during the Annual Meeting in June 2015 and elaborated by the Work Groups.
3. The Executive Committee discussed a communication sent by the American Board of Psychoanalysis (ABP) to certified members of APsaA, including how to reconcile ABP's concern about its independence with the need for APsaA members to have adequate information on ABP. The Executive Committee encouraged ABP to respond to the questions members raise about it and will work to assist the ABP in synchronizing its efforts with the other elements of the Executive Committee Recommendations for Change, of which it is a part.
4. Creating Work Group Forums/Bulletin Boards:  
 In order to provide information and transparency, each Work Group will have its own forum using the Forum system on the APsaA website. Each Work Group will post periodic reports of their progress on its own Forum. Any member who wishes to subscribe will receive notices each time a posting is made to the Forum and will be able to post questions and comments on the Forum lists. The Executive Committee will monitor the effectiveness of the system and modify it as necessary.

5. The Executive Committee discussed and answered questions from members about the information going to the members about the proposed Bylaw Amendment and about the Election Guidelines.
6. Dean Stein informed the Executive Committee of the potential ban from the company that hosts APsaA's email server, reportedly due to the number of members reporting emails from APsaA as "Spam." It was decided that members will be notified of the impending potential ban and sent information on how to properly unsubscribe or delete emails received from APsaA.
7. On its October 1, 2015 conference call, the Executive Committee asked Dr. Smaller to let Mr. Pyles know that he should cease advocating any gun violence positions that relate to the identification of mentally ill persons until the Association had the opportunity to re-evaluate its positions. Its decision was made after the Executive Committee received a letter from Dr. Gourguechon voicing concern over aspects of the Association's lobbying efforts on Capitol Hill. In response, Mr. Pyles agreed that it would be best for CGRI and the Social Issues Department to coordinate when drafting position statements for consideration and adoption by the Executive Council.

The Executive Committee agreed to set up regular meetings with the CGRI Chair, the head of the Social Issues Department, and our legislative counsel. The importance of having formal organizational sign-off for public positions being advocated on Capitol Hill was noted.

8. Regarding externalization of Certification and site visits to institutes, Dr. Myerson asked that the Executive Committee clarify how regulation fits in with the externalization of certification and site visits. The Executive Committee agreed that the plan is for APsaA to externalize the regulatory functions of BOPS but maintain the intellectual aspect of defining education.
9. Members of the Executive Committee each agreed to do a presentation to candidates at their respective institutes regarding the importance of joining APsaA.
10. Dr. Rao announced that after discussions between himself and Drs. Seelig, and Kwawer, William Alanson White Institute analysts who are designated certified upon appointment as training and supervising analysts, according to the terms of the agreement between APsaA and WAW, will now be listed in the APsaA Roster as "Adult Certified."
11. The Executive Committee discussed awards and prizes within the Association. A motion was approved that all awards revert back to their original prize amounts for FY 2017 (beginning September 30, 2016). The cuts had originally been recommended by the Executive Committee for the 2015-2016 budget approved by Council. The restored amounts for these awards will come to the Council for consideration with the proposed FY 2017 budget.
12. The Executive Committee approved a motion authorizing Carolyn Gatto to make a site visit to Austin, Texas, a potential location for the June 2017 meeting.
13. The Executive Committee agreed to provide candidate data after receiving the request from a Councilor.
14. The Executive Committee, at several meetings, discussed the report of the BOPS Task Force on External Accreditation, subsequently renamed the Task Force on External Regulatory Functions, presented by Drs. Rao and Powell.

15. The Executive Committee approved an out of cycle budget request to fund the services of consultant Beth Fletcher.
16. The Executive Committee continued discussion of a revised version of the Report from the BOPS Task Force on Externalization of Regulatory Functions.
17. The Executive Committee began a discussion of the agenda for the upcoming joint meetings in January.
18. The Executive Committee agreed on the need for a retreat in February.

### **3. MRRC Report – Dr. Smaller**

Dr. Smaller reported that the Membership Requirements & Review Committee (the MRRC) met earlier in the week and approved a number of new membership applications:

- 2 Expanded Pathway Membership applications received from analyst who did not train at an APsaA institute or an IPA institute but who have met the substantial equivalence requirements.
- 4 applications from analysts trained at IPA institutes
- 8 applications from graduates of APsaA institutes who never joined APsaA, and
- 1 new Academic Associate

### **4. Summary of Meeting of the Board on Professional Standards – Dr. Brett**

The January 13, 2016 meeting of the Board on Professional Standards began with a moment of silence for James Miller, Ph. D. who died on January 5, 2016. He and his wife, Kathleen Miller, Ph.D., were Fellows from the Baltimore Washington Institute for Psychoanalysis. Drs. Parks and Brett spoke about Dr. Miller's contributions to psychoanalysis.

Dr. Brett reported the following action items from the meeting of the Board on Professional Standards:

The Committee on Accreditation of Free-Standing Institutes recommended that the American Institute for Psychoanalysis (Karen Horney Center) be approved as an affiliated institute. The Board on Professional Standards voted unanimously to welcome the American Institute for Psychoanalysis as an Approved Institute.

The Committee on Institutes recommended and the Board on Professional Standards approved five appointments as Training and Supervising Analyst, one Geographic Rule Training and Supervising Analyst, six Training and Supervising Analysts using an expedited pathway, five waivers for Personal Training Analyst, and one waiver for a Supervising Analyst was approved.

The Committee on Child and Adolescent Analysis recommended and the Board on Professional Standards approved one appointment for Child/Adolescent Supervising Analyst and four Geographic Rule Child/Adolescent Supervising Analysts.

### **6. Discussion of American Board of Psychoanalysis (ABP) Administration**

Dr. Smaller outlined APsaA's involvement with ABP, which is now an independent legal organization with its own 501(c)(3) designation. APsaA is not involved in ABP's governance or its financing. However,



certification is still a requirement for TA appointment within Approved APsaA Institutes and is in the APsaA bylaws. There was a meeting with the APsaA and ABP attorneys to clarify hiring Debbie Steinke Wardell to provide administrative support for ABP. Ms. Steinke Wardell has been involved with certification for a number of years and therefore is providing continuity. ABP has its own phone number and ABP pays a portion of her salary as delineated in a contract. When next year's budget is discussed in March, this issue will be re-examined.

## **7. Treasurer's Report – Dr. Myerson**

Dr. Myerson provided an overview of the FY 2015 financials and then asked Mr. Stein to present the year-end FY 2015 numbers. He thanked the Finance Committee, Mr. Stein, and the APsaA financial staff.

Dean Stein reviewed the Association's fiscal year 2015 which ended August 31, 2015. The operating budgeted deficit for FY 2015 was \$148,962. The Association ended its fiscal year 2015 with an operating surplus of \$154,060. Mr. Stein noted that, while the Association usually had a budgeted deficit, by the end of the fiscal year, that deficit was often eliminated or there might even be a surplus. Mr. Stein answered questions about details of the financial report and was thanked for his report.

John Schott, a member of APsaA's Investment Committee and a partner at Steinberg Global Asset Management, provided the Executive Council with an overview of APsaA's invested assets.

## **8. Audit Committee Report – Dr. Kotcher**

Dr. Kotcher reported that Lutz & Carr, the Association's auditing firm, had completed their audit of the Association's FY 2015 books. The firm has issued an unqualified opinion on our financial statements. This type of opinion is issued by an auditor when the financial statements presented are free from material misstatements and are represented fairly in accordance with the Generally Accepted Accounting Principles (GAAP). Lutz & Carr also reported to the Audit Committee that they encountered no difficulties with the audit. The only recommendation that Lutz & Carr had in this audit was a reminder for the Finance Committee and Executive Committee to document each year whether APsaA will appropriate from, or accumulate earnings to, the Ticho Endowment Fund.

Upon motion duly made and seconded, the Council voted unanimously to authorize the auditors to prepare the final 2015 audit.

## **9. CGRI Report – Dr. Herb Gross Report on Health Care Issues – Mr. Jim Pyles**

Mr. Pyles announced that he would be retiring from Powers Pyles Sutter and Verville. The Association's day-to-day work would be taken over by Peggy Tighe, who he introduced. He summarized his 21 years of working with APsaA during which he and CGRI helped Washington understand that the entire health care delivery system rests on a confidential relationship of trust between patients and their practitioners. Among other accomplishments were securing special protections in HIPAA for "psychotherapy notes" and those who wish to pay privately for health care; preserving the right of patients and practitioners, under Medicare, to contract privately with practitioners in order to protect patient privacy; holding back efforts of health plans to compel practitioners to disclose the mental health records of their patients; helping to secure the Constitutional right to same sex marriage, both at the federal and state levels; and preventing SAMHSA (the Substance Abuse and Mental Health Services Administration) from eliminating the patient's right of consent for the disclosure of mental health information.

## **10. Executive Session**

Jeffrey Seitelman proposed Bessel Van Der Kolk, M.D. for honorary membership. Upon motion duly made and seconded, Dr. Van Der Kolk was unanimously approved for honorary membership.

Dr. Smaller noted that a new Administrative Liaison Committee was created last June. Committee members were not elected due to time constraints. Before electing committee members, Dr. Smaller requested that the Council revise the mandate of the new committee so that the committee meets with the Association president quarterly and not with the executive director. The executive director's contract stipulates that he reports to the Association president so it seemed to make more sense for the Committee to meet directly with the president. In addition, Dr. Smaller suggested that the president be an ex officio member of this Committee. Upon motion duly made and seconded, Drs. David Cooper, Robert Paul, and Drew Clemens were unanimously elected as the members of the Administrative Liaison Committee and the revised mandate was approved as well.

## **11. Continued Discussion of Six Point Plan**

Dr. Smaller led a discussion of the Six Point Plan. At the conclusion of the discussion, the following motion was made, seconded and unanimously approved:

The Executive Council authorizes the Executive Committee to charge the Bylaws Committee with drafting bylaws language for the Six Point Plan for review by the Executive Council to refine.

The Councilors were reminded that when they get an alert in a forum, they should participate in the discussion, especially if they have any ideas, thoughts, or suggestions to contribute. The Work Groups welcome input from all Councilors and members.

## **12. Science Department Update – Dr. Harriet Wolfe**

Dr. Wolfe reported on a research summit held in July 2015 during the IPA Congress in Boston. The minutes of that summit were posted on the Council email list. There was also a *TAP* article about the summit. She noted that the Science Department is in transition. Andrew Gerber, who had been developing the department for the past three years and who was instrumental in setting up the summit, has stepped down. The new head of the Science Department is Dr. Mark Solms. Dr. Solms is planning to re-organize the department to make it more cohesive and effective. The heads of the various areas will be the steering committee. One important area is communications because the department needs to be communicating to the outside world.

## **13. Report from the Policies & Procedures Committee – Dr. Jane Yates**

Dr. Yates, the Chair of the Policies and Procedures Committee reported that in August 2015, Dr. Smaller asked the Committee to take on two tasks: 1) Develop a draft policy or procedure for regularly reviewing whether all Affiliate Societies meet the requirements of being an APsaA Affiliate Society; and 2) Develop a draft definition of a Society since one does not exist in the APsaA bylaws or in a policy manual. The committee decided to address Dr. Smaller's second request first (developing a draft definition of a Society and procedures for affiliating with APsaA) and once that was agreed-upon, develop draft policies/procedures to ensure that current Affiliate Societies were meeting APsaA requirements.

Upon motion duly made and seconded, the definition of an Affiliate Society and application procedures to affiliate with APsaA were unanimously approved. These documents are attached as Appendix One.

#### **14. PEP Report – Mr. Stein**

Mr. Stein reported that PEP's pre-audit income for 2015 is the highest ever – totaling \$1.8 million from all sources. Over 17,000 professional colleagues now have access to PEP world-wide. Expenditures for 2015 were in line with budget.

From its 2015 year, PEP will contribute \$170,000 to copyright payments for books authors and journals and will again set aside \$120,000 to the top downloaded Author Prize. The PEP Video platform launched in 2014 continues to grow. There are now over 38 videos with fully searchable text. He reported on a new PEP project – the "Top 100 Project" – which aims to make brief high quality and well-researched videos of the most downloaded contemporary psychoanalytic authors. Psychoanalytic authors will be interviewed about their most significant papers. Interviews were being conducted at the APsaA 2016 Meeting and more will take place at other large psychoanalytic meetings.

Mr. Stein also reported that there are over 97,000 articles and over 13,000 figures and illustrations in the 2015 PEP release. That number will grow with the new release of Version 2016 mid January. In 2015, PEP subscribers logged in for 498,775 sessions, making 2.5 million searches. (These sessions did not include the over 8 million free searches and abstract views that took place without logging in).

In the upcoming annual update, PEP will be including 9 additional journals. The content includes the Czech and Dutch journals and seven important Pre-War German Journals. In addition, the APsaA revised edition of the Glossary of Psychoanalytic Terms & Concepts will be added.

#### **15. Report from JAPA Publisher – Sage Publications**

Danielle Bath, the Psychology Journals Editor at Sage Publications, presented the *JAPA* report. She reminded the Council that SAGE began publishing *JAPA* with the 2008 volume. Ms. Bath reported on *JAPA*'s circulation, online downloads and usage activity, the journal's financial performance, and plans for the coming year.

##### Circulation

Despite slight fluctuations, since a significant increase in 2013, *JAPA*'s circulation has remained steady and consistent. Total circulation has stayed above 10,000 for the last three years, which is above average for other similar journals in this field, and a testament to the wide reach and demand for *JAPA*.

Prior to contracting with SAGE, *JAPA*'s total circulation was just over 4,800 copies, including, approximately 3,200 member, 1,110 individual and, 430 institutional subscriptions. Nine years later, *JAPA*'s circulation is just over 10,400. The journal is available in 8,000 institutions and to 2,400 individuals, including members. *JAPA* is available to millions of end users and discoverable by just a few keystrokes in over 120 countries in the world.

##### Online Downloads and Usage Activity

In 2014, the last full year for which data is available, *JAPA* articles were downloaded over 118,000 times and the journal was accessed, or viewed online, almost a half-million times.

##### Financial Performance

The result of *JAPA*'s strong circulation and online usage is another year of financial growth. While the sales figures Ms. Bath shared with the Council were not final (they only included revenues through October and did not include sales of the last issue of the year), she expected that *JAPA* will have generated at least the same sales in 2015 as in 2014, likely exceeding \$400,000.

## **16. Report from the Candidates' Council – Phoebe Cirio, LCSW**

Ms. Cirio reported that the Candidates' Council meeting had over 30 candidates in attendance. She believes a significant reason for the attendance is the availability of the APsaA the Travel Grants. She noted that all Candidates' Council programming is open to candidates as well as anyone else attending the APsaA meetings. The candidates were surveyed about their participation in the election and where they got their information about the candidates running for office; the feedback will be provided to the Executive Council and to BOPS.

## **17. Report from the IPA—Dr. Stefano Bolognini and Dr. Alexandra Billingham**

Dr. Bolognini spoke about the collaboration of three regional teams which published the Encyclopedic Dictionary of Psychoanalysis. Dr. Bolognini reported on a clarification by the IPA Board of Directors. "There had been discussion that some institutes or societies accept as candidates people whose personal analysis during their training to become analysts would be conducted entirely or almost entirely by distance technologies such as Skype or a similar system. Remote analyses such as this, regardless of the quality of the analysts involved, will not be recognized as an IPA training analysis and, consequently, no IPA institute or society is allowed to train candidates using remote analysis nor are the candidates allowed to use remote analysis as control cases. Training carried out entirely remotely does not conform to IPA standards and will not lead to IPA membership."

## **18. Beth Fletcher meets with the Executive Council**

The members of the Executive Council Self-Assessment Work Group were introduced as was Beth Fletcher. Ms. Fletcher is an adjunct faculty member at NYU Wagner School of Public Service and President of Fletcher Consulting. She described her role as listening, integrating, and helping in the process of assessing the functioning of the Executive Council. In her work, she focuses on organization design, governance structure, and organizational development in order to enable people within an organization to work together more effectively and efficiently.

Ms. Fletcher spent the next 90 minutes working with the Executive Council on three issues:

- What do Boards do? What is the nature of governance?
- Hearing from members of the Executive Council about what they felt the Council did effectively and where it needed improvement.
- Providing her thoughts about change in general and what change meant specifically for APsaA.

At the conclusion of Ms. Fletcher's presentation, Dr. Smaller noted that, in order to continue Ms. Fletcher's work and the work of Executive Committee with her, an out-of-cycle budget request would be necessary. Upon motion duly made and seconded, an out-of-cycle budget request of \$36,000 was unanimously approved.

## **19. Consent Calendar**

The endorsement of the Executive Committee for 2016 had been extracted from the Consent Calendar. Upon motion duly made and seconded, it was unanimously approved to affirm the Executive Committee for 2016.

**20. New Business**

There was no New Business.

**21. Adjournment**

The meeting adjourned at 3:20pm.

## Appendix One

### Definition of an Affiliate Society

An APsaA Affiliate Psychoanalytic Society shall be defined as follows:

1. An entity that includes no less than 10 APsaA Active Members in good standing who are located within a single geographic area. The Association recognizes that circumstances of a given Society can vary a great deal. If the geographic area of a Society interested in affiliating with APsaA is larger than a single metropolitan area, an explanation should accompany the Society's request to affiliate with APsaA.
2. An entity with formal bylaws that include at least the following:
  - Mission statement consistent with APsaA's purposes (development and maintenance of psychoanalysis)
  - Election procedures for officers and procedure for election of an APsaA Councilor
  - Membership categories, criteria, and dues structure
  - How governance meetings are called and the required number of meetings per year
  - Procedures for dealing with ethical issues that may arise and a statement that Society members agree to adhere to APsaA's Ethics Code.
3. An entity with formal programming that furthers the development and maintenance of psychoanalysis within the geographic area it serves.

### Application Procedures

The President or Secretary of the Society shall submit an application, in writing to the Secretary of APsaA. The application should include the following information

- Names and signatures of at least ten Society members who are APsaA Active Members in good standing. At least ten of the founding members must reside within the same geographic area at the time the application is submitted.
- Names, titles, terms, and contact information of the Society's officers.
- A current dues structure and the number of members. If there is more than one dues category, the number of members in each category.
- Demonstration of formal programming and outreach by providing a description of the previous and current year of programming along with examples of marketing and outreach.
- Evidence of a bank account in the Society's name.
- Copy of the Society's Bylaws which include a stipulation that only APsaA members may vote for that Society's representative to the Executive Council.

The application must be received three months prior to a meeting of the Executive Council in order to assure sufficient time for review and to be placed on the Executive Council agenda.

The Secretary along with the Executive Director shall review the application according to the criteria set forth above. If additional information or clarification is needed, the Executive Director will contact the Society to secure the additional information.

The President shall place the application on the Executive Council agenda for consideration, discussion and vote by the Executive Council.

If approved by the Executive Council, the President shall submit the proposed Affiliate Society to the members of The Association at the Annual meeting, for ratification by a majority of the voting members present.

Each Affiliate Society shall be designated by the Executive Council at the time of its admission as a Group A or Group B, maintaining an equal number of each. The Secretary shall maintain a list showing these designations.

After the Executive Council meeting, the Executive Director of APsaA shall officially notify the President of the Society in writing regarding the outcome of the Executive Council vote.