EARLY REGISTRATION

By now all OPS members have received their pre-registration forms and information regarding the 1983 meeting in Chicago. Members are urged to complete these pre-registration forms promptly and return them with payment. Since so many of our courses fill up quickly, the earlier you respond the better chance you have of reserving your courses.

Glancing through this year's program, it appears everyone involved with this 14th annual meeting has been extremely busy preparing for another successful educational and stimulating program. Program Chairman, Bill Ludwick, Chairman and General Coordinator of Continuing Education, Csaba Martonyi and Paul Montague, Pre-registration Coordinator are to be congratulated! As are Assistant Program Coordinators Earl Choromomoks, Terry George, Terrance Tomer and Marshall Tyler.

The Scientific Session and Instrumentation Program are in great shape this year due to Dennis Makes and Dennis Thayer, Coordinators for both sessions respectively.

Each year, enormous efforts are made to insure course participants receive quality instruction in all phases of ophthalmic photography. Dozens of OPS members devote hundreds of hours planning, proposing, discussing and contacting speakers, topics and material for presentation at our annual meeting. Fortunately, the effort is all worthwhile and can be realized in our continuous growing membership.

Of course your membership in the Ophthalmic Photographers' Society is important. Equally important is your active participation in the Society. Utilize this Newsletter. Submit articles to our journal. Have regional meetings. Present at annual meetings. Volunteer. With your involvement and support, the Ophthalmic Photographers' Society can continue to provide its members with the knowledge necessary in achieving the Society's goals.
Ophthalmic Photographers Society
Board of Directors Meeting
October 29, 1982

St. Francis Hotel
San Francisco, California

I. Meeting called to order at 9:20 a.m. by Bruce Morris, President.

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<th>Board of Directors Members</th>
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<td>In Attendance:</td>
<td>Not In Attendance:</td>
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<td>Bruce Morris, President</td>
<td>Karl Kittleson</td>
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<td>Gerald Hoover, Vice-President</td>
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<td>Paul Montague, Treasurer</td>
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<td>Ken Christopherson, Secretary</td>
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<td>John Johnson</td>
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<td>Terry Tomer</td>
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II. Opening comments by President, Bruce, welcomed the newly elected officials of the O.P.S. and thanked them for coming to this Board of Directors Meeting. He reiterated some of the accomplishments of the last two years for the new administration in order that they be appraised of what actions had been taken so that they can decide what actions they might need to follow up on.

A. Guidelines and Standing Rules that were established. These are outside the by-laws so that these can stand until they need to be revised.

1. These are loose controls only for guidelines to chairs of committees.

2. It is vital that the President be aware of all activities and actions by committees to provide a central focal point for the smooth running of the O.P.S. Bruce compared the President's role to a switchboard.

3. Committee chairpersons are appointed by the President, and therefore, they are responsible to the President. The President is responsible to the Board of Directors.

4. Standing Rules can be amended by a quorum of the membership present at an annual meeting.

Dennis Makes departed.

III. The minutes from the Royal Oak Board of Directors Meeting were reviewed.

IV. Karl Kittleson has submitted his letter of resignation of his position on the Board of Directors. Bruce pointed out that there are two years remaining to this term of office.

Earl nominated Emery Billings to be considered by the Board. Paul seconded.

Terry Tomer nominated Frank Flanagan. Earl seconded this nomination.
Gerry Hoover requested that this vacancy be filled by the new Board of Directors rather than this group. Terry offered that he would like this position filled so that when the new Board meets, this new person will already be appointed and present.

Discussion followed about the candidates and the continuity of the Board of Directors. After a prolonged discussion about the merits of both candidates, it was determined that the Board as a whole was very comfortable with the two candidates. A secret vote was taken. There were 9 ballots cast: 6 for Frank Flanagan, and 3 for Emery Billings. Frank was thusly appointed to fill the remaining two years of the vacancy for the Board of Directors.

V. The program report was given by Gerald Hoover. The hotel is taking care of all our audio-visual needs. AVW of Dallas, the audio-visual supplier for the entire Academy, has sub-contracted to the St. Francis Hotel to supply audio-visual needs for us. It is anticipated that our audio-visual expenses will be over budget.

There was a discussion concerning the number of banquet dinners that would be needed, and also, the number of free dinner tickets to be distributed. The cost of banquets is approximately $29.00 per ticket, while the charge to our membership is $25.00.

We, as a group, recognize the output of energy, time, and money that the commercial groups supply to us in the form of cameras and equipment for our educational course. We all acknowledged that our inviting representatives of these commercial groups is in a small way a show of appreciation for their efforts. It is suggested that in the future an invitation with an R.S.V.P. be mailed several months prior to the banquet. This will allow the individuals time to plan their schedules for the hectic Academy week. Secondly, with the R.S.V.P. it will enable us to better prepare for the number of banquet tickets we will need.

The consensus was that we will offer two banquet tickets to each of the five camera manufacturers and let them decide who they want to send. An invitation is also to be extended for the reception.

Based on the numbers of pre-registration, it is anticipated that there will be in excess of 160 dinners. We will ask the hotel to provide 160 dinners with a 5% buffer.

VI. Registration - Paul Montague

We have 224 pre-registered people with about $90-$100 per person average taken in for a total of about $20,000. The anticipated expenses for the meeting will be approximately $22,000. With the expected volume of people registering tomorrow, we anticipate taking in sufficient monies to cover our expenses.

VII. Csaba Martonyi detailed how the educational program is being safeguarded against glitches. Sufficient personnel will be on hand to insure adequate staffing for instruction and ticket taking, etc.

There will be a 1-to-1 credit for our courses with AACHPO members.
VII. We are able to comply with the requirements of the AACHPO members to get credit for the course of ours they take. We are not able to provide the ticket these people need when they attend the Instrumentation and/or the Scientific sessions. There are coordinators and back up coordinators to eliminate problems as were experienced in Atlanta. There are several sets of model eyes now available for use in the workshops - especially in the slit lamp workshop.

As nice as this year's course will be, it is not feasible to duplicate this course next year. We need more time for educational courses.

Although we have only 50 minutes of course time, it is accepted as a one hour credit.

Don Wong entered into the room at this time.

VIII. Bruce reminded us that we had discussed the problems of a national meeting being too congested for us to adequately provide for the educational needs of everyone. He promoted the discussion of an optional meeting - a mid-year meeting.

Gerry found a great many people reluctant to support a mid-year meeting. People voiced concern about being able to attend any meeting except at the Academy because their offices were usually slow or closed so everyone could attend the Academy.

Csaba stated that he in no way wants the mid-year meeting to be a step toward separating from the Academy meeting but a supplement to it.

There was a discussion about the mechanism and the method of achieving a mid-year meeting. Considerations are:

1. Hold a weekend course so that people will be able to attend without conflict.
2. It could serve as a site for a C.R.A. exam also.
3. Hold a more comprehensive meeting for education with fewer conflicts of time as we all have at the Academy.
4. Hold the meeting in conjunction with the other groups (HESCA, BPA, etc.).
5. A big meeting can be held cheaper at other cities than at the AAO meeting sites.

Don Wong expressed his view that we presently have a strong enough identity that we can stand separate from the identity of the BPA. It might be the time for us to combine with the BPA in a joint venture for education only.

We are the experts in ophthalmic photography and are looked up to for certification by the AACHPO. We can provide the most comprehensive courses because we are the ones best equipped to do it.

We should be able to save some of the expenses if we were to hold a mid-year meeting away from the Academy. But, we would need to hold a meeting at the Academy also.

This mid-year meeting and the Academy meeting is going to require twice the
amount of energy from the officers of this organization. The Vice-
President will be required to coordinate both meetings.

The most important point about why we need a mid-year meeting is to pro-
vide the most complete educational program that we can. The content
can be established specifically after the mechanism is under way. The
consensus is that we need to put on a mid-year meeting but we need to
continue with the primary meeting in conjunction with the AAO. We, as
a group, have progressed and are more able to put together a very pro-
fessional meeting with input from a group rather than a one man effort.

Bruce expressed concern to account for our decision to the general mem-
bership so that they can understand how much deliberation went into it.
He further stated that there remains a great deal of clarification before
a mid-year meeting can be achieved. We need to recognize our commitment
to our members and our role to the AAO.

John Johnson made a motion that the Board of Directors declare their intent
to conduct a mid-year meeting. There were 9 votes in favor - motion carried.

IX. Report of the Journal by Don Wong.

Don informed the Board of Directors of his intention to resign his position
as the editor of the O.P.S. Journal and recommends Ken Fong as his choice
to replace him. He will resign after the new administration is in power.

The last journal for 1982 is in press and will be in color. This will be
mailed out shortly. The journal will be able to be published in full color
sometime in 1983. The expense of publishing in color has not been more
expensive to produce because of an increase in advertising revenue.

He expressed concern that the editorial review committee does not work,
principally because the journal is only compiled just prior to deadlines.
There are numerous people who fail to provide their manuscripts on time.
This eliminates the opportunity to have the review committee's input.

The Research and Development Committee input of the "notes" is now included
in the Journal and is called "Insights".

X. A suggestion was made by John that there be a moment of silence at the ban-
quet for the recognition of the passing of Robert Lancaster.

XI. Frank Flanigan raised the question of having a lawyer evaluate our by-laws.
This is a result of one individual sending back to Frank a copy of the by-
laws with some suggested changes. This was tabled for future discussion
after the members of the Board of Directors have an opportunity to evaluate
the corrections offered to Frank by the general member.

XII. Exhibit Committee chairperson, Ken Julian, has corresponded with some people
at Kodak to consider using our exhibit at a Kodak exhibit in Disney World.
If it does develop, Ken will present it before the new Board of Directors.

XIII. There was a grievance filed this year concerning the extension of the dead-
line for entries for the exhibit. Ken Fong read the letter to the Grievance
Committee and explained the course of action that the Grievance Committee took.
The problem was a result of concern by the Exhibit Committee chairman that there would be insufficient entries to the exhibit and that the organization would be poorly represented. Upon extensive discussion with the President, it was felt to be in the best interest of the Society to extend the deadline in the hope that there would be more entries.

It was an arbitrary decision by the President without the input of the Board of Directors. There was no collusion with the entrants and the actions taken to extend the deadline were taken for the benefit of the entire O.P.S. It is unfortunate that such an action was taken, but at the time, the decision was made with the best interest of a hope for better representation of the Society. The Board expressed concern of a lack of an appropriate manner of the President conducting the extension.

XIV: The Board of Certification Chairman, Csaba, made a motion that the Board of Directors approve Gerald Hoover to fill the vacancy on the Board of Certification left by Karl Kittleson's resignation of that position. The motion was presented and seconded. There was a unanimous approval by the Board of Directors.

XVI. A motion was accepted and seconded to adjourn and there was unanimous approval. The meeting was adjourned at 3:10 p.m.
A quorum of 24 active members is present.

I. Meeting called to order at 1:50 p.m. by President, Bruce Morris.

Bruce opened the meeting by pointing out how we have grown and are recognized by the American Academy of Ophthalmology very highly. We have about 300 people registered at this meeting and we are small in comparison with the 25,000 people attending the AAO, and yet, we are provided a first class hotel and accommodations. We are regarded as very particularly talented individuals. This is a very polished and successful meeting and it is getting better from year to year. This administration has tried to ascertain what the changing interest of the organization is. The demographics are sliding - our needs have changed each year from rudimentary requirements to highly skilled. In coming years, more and more sophisticated coordination of efforts will be seen by the Board of Certification.

The leadership has had to change and grow. The responsibilities of their input is greater. The dollars we are responsible for are greater. The scope of the educational program is much broader. We are asking more of each officer with each new election but the rewards are higher. The satisfaction of doing something is much more and he encouraged the membership to maintain the high level of interest that they have and keep the office a real sought after position to have. There is a need to demand a great deal from these people.

II. Mary Federico made a motion that the reading of the minutes from the last business meeting be bypassed. Bruce, however, asked for several of the items to be read. The meeting was on November 5, 1981. (Please refer to the minutes of November 5, 1981, Second Business Meeting) Bruce explained that there was apprehension among the Board of Directors that there would be a problem planning this meeting. There were fears that this meeting would frighten people away because of expense and magnitude (an international meeting).

Because this meeting has been so successful, Bruce thanked Gerry Hoover for his outstanding job as Vice President. He more than fulfilled the obligations of the job and is responsible for the outcome of this successful meeting. Gerry has successfully delegated responsibility to others and coordinated their efforts. The job requires a great amount of correspondence and telephoning and organization.

III. Bruce asked for Committee reports.

Auditing Committee - This committee's requirements have changed because of the complexity of the job. With the new computers, their job is no longer applicable. We are not auditors and we cannot conduct an audit. Bruce has not filled this vacancy and expects that it will no longer be a functional committee. The Finance Committee will probably assume this committee's function.
Awards Committee - Frank Lazenby is the chairman who asked that this report be given at the next business meeting.

Balloting Committee - Rita Harris is the chairman. On October 3, 1982, 284 ballots were received. (Those elected are underlined.)

Presidential candidates: Terry George, Gerald Hoover.

Vice President: Bill Ludwick, Mary Federico.

Secretary: Ken Fong, Tom Quirk.

Treasurer: Paul Montague, Joe Warnicki.

Board of Directors: Csaba Martonyi, Dennis Makes, Marlene Fishman, Emery Billings, David Paschewski, Frank Flanagan, Ron Kalsizak.

The Balloting Committee was a very responsible group who handled the writing and tabulation of the ballots very professionally. The amount of ballots cast was proportionate with years past, even though we have more members, the percentage of members voting is consistent with past years.

By-Laws Committee - Frank Flanagan is the chairman. The next step is to set up Standing Rules by which the Society shall run day to day. Bruce pointed out that the reason for Standing Rules/Operating Procedures is to provide practical applicable working procedural steps for each of the assigned entities to utilize in conducting their assigned task.

Fellowship Committee - Earl Choromakes is chairman and will announce their committee report at the banquet.

Finance Committee - Paul Montague is the chairman. He presented this report. It was originally established that this committee would propose an operating budget for the Society. This has not been practical. It is difficult to predict or project how much money we are going to need to operate for the coming year. The Board of Directors usually makes decisions on how to spend money based on the amount of money in the kitty. This system seems to work and it may be that this committee will probably fade into the woodwork and never be needed again.

Discussion from the floor centered on the need for the head of the Auditing Committee to be a different individual than the Treasurer. The safeguarding of the Treasurer and the finances are that we are submitting extensive month to month balance sheets via the computer print outs. These are sent to each officer and the Board of Directors members every month.

This running chronicle is a tremendous asset when comparing the expenses from year to year. It is extremely detailed and complete and capable of sifting out the data for such comparisons. Paul expressed that he is not comfortable that we’ve reached an end point and that the Audit and Finance Committees are Black Holes. He hopes that the Board of Directors will banty about the need to resolve these committees to safeguard the Society. There was a question from the floor about the need for us to have a formal audit to maintain a tax exempt status. Paul pointed out that we are not actually
able to have an audit but rather an accounting of our books. It was also made clear by Bruce that our books are so clean that an accountant has assured Paul that we are in no danger of losing our tax exempt status. Bill Ludwick offered that any member is able to ask for a balance of the books at any time.

Grievance Committee - Ken Fong is chairman. He reports that one grievance was received regarding the extension of the deadline for submission of photographs for the exhibit. The grievance was investigated and it was decided that no action need be taken.

Historian Committee - Don Wong is chairman. He asked to present the reports for the Historian Committee as well as for the Editorial Committee. He began what he hopes will become an archive. He has collected all of the newsletters and has compiled a flow sheet from the information in these newsletters. He is also beginning to compile a collection of photographs. He also has a full set of the Journal.

Journal - Don Wong reports that publication began in September, 1978. It was called the 'Journal of the Ophthalmic Photographers Society'. We now have the ninth issue at the printer. It went from monochrome to full color covers in 1982. The cost of a black and white issue was $4582, and the cost of the first color cover issue was $4400. There are fewer pages but we realized a benefit of higher advertising revenues, thanks to Terry Tomer. There are four pages to the cover (front, inside front, inside back, and back), three of which are used for advertising. These ads pay for the entire cover in color.

The current balance for the Journal is kept in the computers in Iowa by Paul. Our current balance is $14,426 from the September report. There are 59 subscriptions from non-members including universities and medical schools in Europe, Russia, and also from bookhandlers.

Don announced that he is resigning as editor. He expressed a great regret for his decision, but offered that he will still be involved with the committee. Don related his personal exhilaration, excitement, and sense of accomplishment upon receipt of his first copy of the Journal from the printer. He ran out of his lab and encountered Sister Josephine, the President of the Medical Center. He said to her, "Did you know a man could give birth?", and he showed her Volume I, Number 1. He didn't know anyone could feel so much gratification for so much work.

Don expressed frustration that there is a problem receiving papers on time. Several individuals have not even acknowledged that they are delinquent with their promise of a paper. He urged support of the Journal and the editor. The Editorial Review Committee has been ignored because of the limited time between receipt of articles submitted and deadlines for press.

Honorary Life Membership Committee - Committee report will be given at the banquet.

Legal Committee - There is no chairman of this committee and no work currently being conducted.

Membership Committee - Report was given by Paul Montague. There are 12 sustaining members, 14 honorary life members, and 509 active members renew
their dues, and 149 new members. This brings the total membership in
the Society to 684. At this meeting, there have been nine additional
requests for active memberships. There were 72 people who did not renew
their membership. This is below the number we normally lose in a year.

Treasurer's Report - This report was given by Paul Montague. There is a
division in the books for Journal and General Funds. The General Fund
year begins November 1, 1981 with $17592.33 (the expenses and income
report is attached). The year ends at the end of October, 1982, with a
total of $21,267.80.

The Journal Fund began with $8,121.45. We collected $8,015.00 in adver-
tising revenue. We spent $40.00 in copyright fees. We collected $300.49
in interest. We spent $211.42 on miscellaneous expenditures. We transferred
into this fund $6,248.23 from the General Fund. We spent $9,003.26 on
printing costs. We collected $995.69 from subscriptions. The total amount
in the fund is $14,426.15.

The Society began with a total of $25,713.98 and at the beginning of October,
1982, had $35,693.98 in its total coffers. This number is increased signifi-
cantly because of the response to early registration. This meeting will
probably pay for itself.

The Business Meeting applauded Paul on his tremendous, first rate job as
Treasurer.

Research and Development Committee - There are 37 members of this committee
with Marlene Fishman as chairperson. This committee is open for all members
to participate in. Principally, the members evaluate articles that are
pertinent to our needs for the "Index". These are members now in Israel,
Arabia, Buenos Aires, Puerto Rico, Japan, and Canada.

There is a new joint venture with the Journal. A report section is now
published in each Journal under the direction of the Research and Develop-
ment Committee. This is called "Insights".

Scientific Exhibit Committee - This committees report will be given at the
banquet.

Program Committee - Gerald Hoover, the Vice-President, is chairman. Gerry
acknowledged Paul Montague in Pre-registration, Frank Lazenby in registration,
and all of the people he was responsible for, Dennis Makes for the Scientific
Program, Don Enkerud for the Instrumental Program, and the Education Program
which is coordinated by the Board of Certification and, specifically, Csaba
Martonyi. A special thanks to Mike Coppinger for coordinating the dance.

Newsletter - John Johnson, Editor. The financial portion of this report was
given in the Financial Committee report.

Board of Certification - Report given by Csaba Martonyi, chairman. The edu-
cational portion of this meeting is under the director of the Board of Certifi-
cation. Each year the program has been expanded to include a broader
range of topics from basic to advanced. There has been a shift to smaller
classes with more instructors. There have been lurches every year and we
are attempting to learn from our mistakes.
Certification is the second part of the duties of the Board of Certification. There were two certification sites in 1982. They were Portland and Philadelphia for a total of 44 participants. There have been nine examinations with six modifications made to the test. There have been 204 examinations to date with 103 Certified Retinal Angiographers.

V. Board of Directors - Report given by Bruce Morris, President and Chairman of the Board of Directors.

Old Business - He explained that the Board of Directors mid-year meeting in Detroit was very productive. It is all but impossible to carry out business of the Society at two meetings while everyone attended the Academy. There is always a great conflict with each individual to coordinate their schedule to accomplish the task of meeting. A separate meeting place was important and very productive.

New Business - This board has declared their intent to conduct a mid-year meeting at a time and place separate from the Academy meeting. This is not finalized at this point but this will be pursued. It will not be the sole meeting. It will be a second meeting.

A second piece of business is that Karl Kittleson submitted his resignation to the Board of Directors dated October 25, 1982. Karl stated that his personal life and professional career has taken a new direction and that he isn't sure he would be able to dedicate the amount of time and energy that a position on the Board of Directors requires.

Bruce expressed appreciation for all of Karl's contributions while on the Board of Directors. Bruce further explained that the Board approved Frank Flanagan to serve out the remaining two years of Karl's term as a Board of Directors member.

The newly elected officers and directors were sworn into office. The chairman of the By-laws Committee is responsible for swearing in the new officers but since he, Frank Flanagan, is also being sworn in, this duty was passed to Ken Christopher, the outgoing Secretary and also a member of the By-laws Committee, to perform.

Additional items of new business were asked for from the floor.

John Johnson asked for a survey of salaries to be conducted. It was explained that this had been discussed by the Board of Directors. It was suggested that if John wanted to further pursue a salary survey, he should present this proposal to the Board of Directors again. Bruce suggested the members that are interested in this topic should begin by re-reading the minutes of the Board of Directors meeting in Atlanta to realize what transpired concerning the request by John for a survey.

Dennis Makes requested that consideration be given to presenting an acknowledgement to the speakers and instructors in the form of a certificate for appreciation of their services.

Mary Federico asked that there be a stricter adherence to deadlines for the entry dates for the Scientific Exhibits.

Bruce thanked the members for attending the Business meeting. He accepted a motion to adjourn the meeting. The motion was carried and meeting adjourned.
From: Kenneth E. Fong
Secretary

Re: Minutes of the Board of Director's Meeting
April 8-9, 1983, Chicago, Illinois

Officers present: Terry George, Bill Ludwick, Paul Montague
and Ken Fong

Directors present: Frank Flanagan, Dennis Makes, Marlene Fishman,
Terry Tomer, Earl Choromokos and Csaba Martonyi

Past president: Bruce Morris

By invitation: Don Wong
Meeting called to order at 8:35 a.m. by Terry George.

I. The minutes of the previous Board and Business meetings were read. A motion of accept them as read was made and passed.

II. The 1982 San Francisco annual meeting grossed $24,000. (approx.) Meeting expenses were $21,000.00 (approx.)

The consensus of the Board was to maintain the registration fees at the same level for the Chicago meeting to help pay for ever increasing cost of education.

III. The treasurer's report was read and a motion to accept it as read was passed.

The Board voted unanimously to approve the funds for the purchase of computer equipment to maintain the Society's records and to help conduct it's business. Research by Paul Montague leads him to believe that an I.B.M. personal computer will be the ideal choice for our needs. The total outlay will be approximately $6000.00 and to include the hardware and software necessary. Discussion followed regarding expanding the treasurer's job description and whether in the future it should include some computer related experience. The motion to increase the allotment for the purchase of the computer equipment from $4500.00 to $6000.00 was passed.

Paul Montague was directed to redefine the description of the finance committee to accommodate the added responsibilities of computer operation.

Board proposed for future discussion the possibility of sending monthly financial reports to the various committee chairmen. Each committee's working budget is to be determined by the Board.

IV. Discussion regarding the possible inclusion of the revised by-laws as a separate insert in the Newsletter. The cost estimate is $195.00 for 1000 copies, 8" x 11". Board proposed to standardize (size and type style) all O.P.S. printed material.

Motion to print the revised by-laws in a similar format as the society directory passed. Frank Flanagan was given the authority by the Board to investigate printing of 2500 copies of the by-laws with a cost ceiling of $1000.00. The format is to be same size and type style as the directory with a cover to have the society logo and the date the by-laws were approved. It will be some 7 pages in length, be printed for a maximum of $1000.00 and 2500 copies will be ordered. Written cost estimate is to be submitted to the president before final publication.

V. The hotel chosen for the society in Chicago will be the Americana Congress, formerly the Pick Congress. Dennis Makes will run the
Scientific session and Dennis Thayer will run the Instrumentation session. Discussion followed regarding the failures of the instrument in San Francisco. Discussion followed regarding the continued paying of the registration fee by course instructors.

- Attendance at any other O.P.S. meeting function other than the instructor's own course will require payment for the full registration fee.
- A token gift will be made to all educational program participants and support (registration) group.

VI. Dennis Makey made a superb presentation on the work he has been doing researching possible sites for our mid year 1984 meeting. He impressed the entire Board with his thorough and convincing audio-slide presentation. The sites discussed were Scottsdale, Arizona, and Salt Lake City, Utah. A motion for a vote on the two cities was taken, and Salt Lake City was chosen unanimously. Scottsdale would be the alternate and the Camelback Inn would be the third choice. The dates of the meeting will be July 7-14, 1984.

VII. Don Wong presented his material and proposal for a week long comprehensive course at Rochester Institute of Technology as an alternate.

VIII. Motion of adjourn passed at 6:45p.m.

April 9. Meeting called to order at 8:40a.m.

IX. Dennis Makey will be reimbursed for travel incurred expenses while searching for the site for the 1984 mid year meeting up to $150.00 by unanimous Board decision. Dennis estimates that the before meeting expenses will be about $4000.00. Csaba suggested that the Board send one member to see the site before the meeting. Board action tabled until the next Board meeting.

X. Terry George and Csaba Martonyi have been invited to attend meetings and act as the O.P.S. liason with JCAHPO in Sarasota.

XI. Csaba discussed a future separation of the Boards of Directors and Certification so that no one member will reside on both boards at the same time. At the next election, board members up for both boards will be asked to choose one board to run for. Vacancies on the Board of Directors will continue to be filled by the President with approval of the B.O.D. and vacancies on the Board of Certification will be filled by the B.O.C. chairman. There should be an education committee separate from the B.O.C. and should contain up to 11 members.

The responsibility of the B.O.C. is to write the certification tests, administer them, maintain test scores and records and to issue certificates. The responsibility of the education committee is
for all educational programs the society sponsors.

A long range planning committee will be formed. They will act in an advisory capacity in helping to plan the long range goals and programs of the society. Present plans and activities of the society will be evaluated.

Establishing budgets for the B.O.C. and education committees was discussed.

A neutral hotel or alternating hotels at the Academy might be a way of holding future joint workshops with JCAHPO.

The consensus of the Board was for establishing the Long Range Planning Committee (LRPC). The timing of the change of the B.O.D. and B.O.C. composition is under discussion as to whether this fall is a prudent time to make these changes. Guidelines for the LRPC have to be established. Don Wong was appointed by the President to chair this committee, to write its guidelines and choose its members. This will include one member from the B.O.C. and one from the B.O.D. The total number of members and the structure of the committee will be left up to the chairman.

XII. The separation of the B.O.C. and B.O.D. was unanimously approved. This would coincide with the business completed at the mid year 1984 meeting. Openings on one board will not be filled by a member already sitting on the other board.

Motion that there will be 11 members of the B.O.C. and 11 members of the B.O.D. and that no member can sit on both boards simultaneously passed unanimously. Changes in board membership are to be by attrition only. A proposal to have the chairman of the B.O.C. sit on the B.O.D. was discussed with no board action taken. The chairman of the B.O.C. will help in the establishing of the educational committee. The Newsletter will be used to publish the program guide. An estimate for the typesetting costs will be submitted to the Board.

XIV. The pre-printed O.P.S. letterhead will continue to be used. Personalized O.P.S. stationery will not be ordered. Dennis Makes will submit to the Board a design for possible use as an official society business card to be used by the board members and officers.

XV. Motion: The society does not approve of the wearing of O.P.S. name tags (speaker, faculty or instructors ribbons) while working at commercial exhibits. Passed unanimously.

The society needs a parliamentarian and the board will look to the membership for assistance.

1983 expenses:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>printing by-laws</td>
<td>$1000.00</td>
</tr>
<tr>
<td>B.O.C.</td>
<td>$1000.00</td>
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</tbody>
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O.P.S. Index  $1200.00
Exhibit  $1500.00
Awards  $ 500.00
Directory  $1600.00
Postage  $2000.00
Annual meeting (pre meeting prep)  $4000.00
Study guide  $1000.00
Program description  $1000.00
Mid year 1983 B.O.D. meeting  $3800.00

XVI. Recommendation for the Outstanding Contribution to Ophthalmic Photography award, Albert Aan De Kerk (by M. Fishman), Terry Tomer (by E. Choromokos), and Paul Montague (by C. Martonyi) declined. Candidate information and other recommendations are to be submitted to the President within 2 weeks of the close of this board meeting. The award is to be present for meritorious career long contributions to the society. Recommendations are to be submitted to the President with a C.V. All recommendations will be voted upon at the next Board meeting.

The design of all O.P.S. awards should be standardized and uniform and to be decided with Board approval. The President is to convey this to the Exhibit chairman. Csaba will continue for the time being be the person responsible for obtaining the certificates and having them lettered.

XVII.A sub committee was appointed by the President to investigate society committee protocol and working procedures. This committee is comprised of Frank Flanagan, Ken Christopherson and Csaba Martonyi and will report back to the Board.

XIX. Motion to purchase a second hand embosser for the society with the society's corporate seal was approved. Ken Fong is to investigate the cost and report back to the Board.

XX. Motion: Only O.P.S. members may submit material for the exhibit. Passed. Awards will be given out only for 1st and 2nd place. The best of show should only be considered from a 1st or 2nd place winner. The President is to instruct the Exhibit committee chairman to try to better schedule the manning of the exhibit. Past exhibits have either been under or unmanned.

The Encyclopedia of Associates will list without charge the society. We will use the address of our resident agent in Florida as the official society address (currently Gerry Hoover). The application will be completed by Terry George and sent to Gerry to forward.

The banquet dais seating arrangement will consist of invitations to the 11 members of the Board, the elected officers, the guest speaker and the guest speakers guest. The protocol for the running of the awards banquet is to be written by the President with the help of Bruce Morris and Csaba Martonyi.

Liason with the Biological Photographers' Assoc. (B.P.A.) and JCAHPO to be explored by Terry George. He and Martin Scott,
President of the B.P.A. have already had some preliminary and informal discussions. The possibility of a joint meeting with the B.P.A. HESCA, the A.M.I. and the O.P.S. in 5 years will be explored.

Dennis Makes will investigate some of the professional meeting planners and organizers groups to see if they can be some help to the society in planning future meetings and functions.

Motion to adjourn, passed.

CLASSIFIED ADS..........................

POSITION AVAILABLE: OPTHALMIC/BIO-MEDICAL PHOTOGRAPHER. Applicant should have experience in ophthalmic photography including slitlamp, fundus, retinal angiography and general bio-medical photography. Must be able to interact between patients and physicians in a clinical/research environment. Priority to background in audio/visual, cine and video productions. Resumes only, to:

Personnel Director
Estelle Doheny Eye Foundation
1355 San Pablo Street
Los Angeles, CA 90033

An E.O.E.

POSITION AVAILABLE: OPTHALMIC TECHNICIAN. Immediate opening for individual capable in performing Goldmann visual field testing, ultrasound A-scan and fundus photography. Prefer ophthalmic certification and related experience. Excellent benefit package and nego-
tiable wages based on experience and skills. Contact:

Human Resources
Rose Medical Center
4567 East 9th Ave.
Denver, CO 80220

An E.O.E.

POSITION AVAILABLE: OPTHALMIC PHOTOGRAPHER/ASSISTANT. Exciting sun-belt opportu-

nity for someone skilled in retinal angiography to join a rapidly growing Retina practice. Position involves preliminary testing of patients as well as patient education. Some knowledge of darkroom techniques desirable. Interested applicants should send their resume to:

Retinal Consultants of Arizona
Randy V. Campo, M.D.
525 N. 18th Street Suite 502
Phoenix, AZ 85006

(602) 257-0988
*POSITION AVAILABLE: OPTHALMIC PHOTOGRAPHER. A full time position, 8:00-4:30, Monday through Friday, available IMMEDIATELY. This position requires the ability to perform the following procedures: Fundus photography, fluorescein angiography, visual acuities, endothelial cell counts, assist in laser photocoagulation and cryo surgery and work in the darkroom. Experience in intraocular lens inventory is also desirable. Salary commensurate with experience and ability. Please contact:

David Lowry or Dennis Nielsen
at Salem Hospital
Salem, Oregon (503) 370-5310

*POSITION AVAILABLE: OPTHALMIC PHOTOGRAPHER/TECHNICIAN. Immediate full time, day shift position available. Will be responsible for all ophthalmic photography. Prefer applicants with experience and competent in the use of fundus camera, endothelial specular photomicrography, argon laser, darkroom processing equipment, visual acuity testing equipment, typewriter, calculator. Excellent wages and benefits. Salem is one hour from the beautiful Oregon coast to the west and one hour to the Cascade Mountains to the east. Salem, the capital of Oregon is situated in the center of the Willamette Valley, approximately halfway between Portland and Eugene. The area offers a wide variety of recreational and cultural activities as well as educational opportunities. Salem Hospital is a 425 bed, acute care facility, JCAH accredited with approximately 1800 employees. Interested applicants should send their resume to:

Employment Office
Salem Hospital
P.O. Box 14001
Salem, Oregon 97309 or telephone (503) 370-5184, 10:00 am - 4:00 pm collect, Monday-Friday.

An E.O.E.

CHANGE OF ADDRESSES..

NEW ADDRESS FOR: LUCIA SPURGEON
Attention: Lucia Spurgeon
King Khalid Eye Specialist Hospital
P.O. BOX 7191
Riyadh
Saudi Arabia
CHANGE OF ADDRESS

NEW ADDRESS FOR:  JAMES S. FOLTZ

James S. Foltz
22629 45th S E
Bothell, WA 98021
(206) 481-3542

EQUIPMENT WANTED

Anyone wishing to sell a new or slightly used Zeiss Fundus Flash 3, please contact:

James S. Foltz
22629 45th S E
Bothell, WA 98021
(206) 481-3542

SUPPORT GROUP MEMBERS NEEDED

OPS members who plan to attend the Chicago meeting and wish to volunteer to work in the Support Group, please contact this year's Support Group Coordinator, John L. Johnson. Participation in this group involves being assigned to a specific classroom for a designated period of time, monitoring course attendance, issuing course materials and collecting course critiques. The more members in the Support Group the less time obligation per member. If you would be interested in participating this year, please complete the lower portion of this page and mail as soon as possible to:

John L. Johnson, F.O.P.S.
Ophthalmic Services
3601 W. 13 Mile Rd.
Royal Oak, MI 48072

NAME __________________________

ADDRESS _________________________

TELEPHONE NUMBER YOU CAN BE REACHED 9am-5pm. ( ) __________

If you have any questions and need to call, my number is (313) 288-7131. Thank you.

John L. Johnson, F.O.P.S.
Support Group Coordinator

WORKSHOP PARTICIPANTS SHOULD BE REMINDED

Terrence Tomer, F.O.P.S., Fundus Workshop Coordinator has stated that workshop participants will be expected to bring examples of any photographic problem they are experiencing in their day to day working environment. Those of you may be unaware of a new method of instructing at the Fundus Workshop this year. Two instructors will be assigned to each camera and a "mini-problems clinic" will be available to discuss various aspects of fundus photography. If you are planning to attend the Fundus Workshop, be prepared to ask questions but bring examples to illustrate.
ophthalmic photographers' society

chicago
14th annual meeting
october 30 - november 2, 1983