

***Council Quarterly Call Minutes
Tuesday, April 25, 2023
2:00 p.m. – 3:00 p.m. Eastern***

Participants:

***Kerry Ressler
Helen Mayberg
Bill Carlezon
Rita Valentino
David Rubinow
Carlos Zarate
Linda Brady
Carrie Bearden
Ellen Leibenluft***

***Marina Picciotto
Lisa Monteggia
Colleen McClung
Yasmin Hurd (elect)
Neill Epperson (elect)
Nina Kraguljac (Associate Member)
Angela Ozburn (Associate Member)
Sarah Timm, staff
Erin Shaw, staff***

Minutes:

- 1. Biogen Participating Corporation Application*** – B. Carlezon and L. Brady reported a conflict of interest and were put into a Zoom waiting room during the discussion of the participating corporation application from Biogen. K. Ressler advised that L. Brady and John Krystal wrote the supporting letters. There was a motion for approval, a second, and all were in favor of approving Biogen as an ACNP participating corporation.
- 2. Proposal to Combine the Constitution and Rules Committee and Ethics Committee*** – K. Ressler advised that the Constitution and Rules Committee proposed to combine the Constitution and Rules Committee and the Ethics Committee to be the Constitution, Rules, and Ethics Committee last year during the committee restructuring initiative. This new committee would be responsible for the maintenance of the Constitution and Bylaws as well as addressing formal complaints made to the College. The Constitution and Rules Committee also proposed to have this new committee consist of both Fellows and Members as the current Ethics Committee must be all Fellows. This would require a bylaws vote to membership. Proposed charges for 2024 are listed below:
 - a.*** Address any possible changes to Constitution or Bylaws presented to the committee.
 - b.*** Deal with any ethics issues that may be brought before the committee.
 - c.*** Name a committee member to fulfill the role of Ex Officio to the Animal Research Committee (from an ethics perspective).
 - d.*** Consider an ethics-related submission for the annual meeting as an additional committee activity.

M. Picciotto, Council Liaison, advised that the Constitution and Rules Committee discussed this proposal in depth and understood the reasoning behind combining the committees and were in favor. It was questioned how the committee would keep ethics complaints confidential if combining the committees would make a larger committee and allowing both Members and Fellows to be on the committee. S. Timm advised that the process of evaluating ethics complaints would be protected. She stated that this process

could stay within our bylaws of only allowing Fellows to review ethics cases or this could consist of a sub-group within the combined committee consisting of both Members and Fellows that would review the cases. S. Timm also advised that both current committees are smaller. The Ethics Committee will discuss this process during their next Ethics Committee call and report to Council. The Executive Office will draft the proposed edits to the bylaws and run these by Council prior to the membership vote. There was a motion, a second, and all were in favor of combining the Constitution and Rules Committee with the Ethics Committee and membership open to both Fellows and Members.

3. *Use of Funds Initiative Requests* – Council reviewed the updated use of funds that included the below proposals.

a. *URM Near-Peer Mentoring Task Force Proposal* – K. Ressler advised that the URM Near-Peer Mentoring Task Force proposed to provide waived registration to the 2023 Annual Meeting and a \$1,000 travel scholarship stipend to the 2022 URM Near-Peer Mentorship Program ten mentees for a total of up to \$12,000. Council agreed the URM Near-Peer Mentorship Program is a great program and would help last year's mentees to reconnect and stay engaged in the pipeline for the College. S. Timm advised that this would be a maximum of \$12K as some past program participants may not all be able to attend the meeting.

b. *Foundation for Biomedical Research Request* – K. Ressler advised that the Foundation for Biomedical Research (FBR) requested a \$6,000 contribution which allows FBR to continue their programs to educate the public about the necessity of animals in research. Council reviewed the request letter and additional information provided by FBR. S. Timm advised that the College has supported this campaign with FBR over the past few years for \$6K. Council agreed to support their mission to provide outreach on the importance of supporting animals in research.

Council approved to support both requests for the URM Near-Peer Mentorship Program of providing waived registration and a \$1,000 travel scholarship stipend to the 2022 URM Near-Peer Mentorship Program mentees as well as a \$6K donation to the FBR to support their programs and initiatives.

4. *ACNP FY24 Budget* – D. Rubinow presented the March 2023 Balance Sheet and Income Statement and the FY2024 budget to Council. D. Rubinow advised that the 2022 Annual Meeting in Phoenix, Arizona was more expensive than the 2021 Annual Meeting in San Juan, Puerto Rico. D. Rubinow noted that food and beverage expenses were around \$625K at the 2022 Annual Meeting and advised that LA Live was requesting \$1.2M in food and beverage for the 2026 Annual Meeting contract which is double the past expense. This was the main reason that the Council decided to not move further in contracting LA Live for the 2026 Annual Meeting. D. Rubinow showed data indicating that the College's primary income derives from the annual meeting, publications, G&A which includes a portion of annual dues and corporate participating fees, and revenue from Parthenon Management Group (PMG). He also noted on the FY24 proposed budget that the College's total income is \$3M with PMG's total income \$8.5M. He advised that most of the class's net income

from operations are negative except for publications and G&A which includes PMG. D. Rubinow also stated that the College uses the cash earned from dividends and interest in our investments from our previous fiscal year to pay for the College's use of funds initiatives and special projects. In presenting the comparison tab, D. Rubinow noted that FY24's revenue and expenses are around the same as FY23. He advised that investments are down around 4%; however, that they have taken steps to transfer most of the cash into our money market accounts taking advantage of the higher rates. He also noted that the College will need to take out event cancellation insurance this year as the 2023 Annual Meeting will be in Tampa, Florida. There was a motion, a second, and all of Council were in favor of approving the FY24 budget. Council thanked D. Rubinow for his efforts.

5. 2023 Annual Meeting – Council discussed the following items for the 2023 Annual Meeting in Tampa, Florida as registration will open in June.

- a.** Council discussed if the College should require all in-person attendees and accompanying others to be fully vaccinated for COVID as in the past two years. S. Timm advised that fully vaccinated would mean the first two shots and not include any booster shots. It was questioned if there were many COVID cases after last year's meeting. S. Timm advised that the Executive Office heard of a few COVID cases; however, the office did not require COVID tracing as we did for the 2021 Annual Meeting. Council agreed to continue to require in-person attendees and accompanying guests to be fully vaccinated again for this year's meeting. S. Timm advised that this may incur some legal expenses as currently it is illegal for a company or organization to require vaccinations for employees or meeting attendees in the state of Florida. S. Timm will review this law with our legal counsel as ACNP is considered a private organization as a College, and meeting attendees are invitation only. Council agreed to continue to require vaccinations with legal counsel approval and require that attendees attest that they are fully vaccinated in the registration system instead of uploading their completed vaccination card for verification as we have done the past two years.
- b.** Council discussed if the College should require facemasks while not actively eating and drinking during the meeting. It was noted that this would require more discussion as COVID outbreaks could change closer to the meeting in December. It was stated that most hospitals are now allowing people to visit and request that people wear masks if they are not fully vaccinated. It was questioned whether there is a need for a facemask requirement given that the College is requiring attendees be fully vaccinated. Council agreed to not require facemasks; however, to include a statement encouraging attendees wear a mask if they prefer.
- c.** Council discussed if the College should require drink tickets again for all receptions. Council was provided the comparison numbers for beverages only for the 2022 Annual Meeting (drink tickets) vs. the 2019 Annual Meeting (no drink tickets), and S. Timm noted that the College saved \$30K by requiring drink tickets. It was stated that George Koob, Director of the National Institute on Alcohol Abuse and Alcoholism (NIAAA), commended the College's efforts to not encourage drinking during the meeting. S. Timm noted that the College only received a few

complaints about drink tickets from attendees in the annual meeting evaluation. Council agreed to continue requiring drink tickets at this year's annual meeting.

The attendee count is for registrants and accompanying others.

	<u>2019</u>	<u>2022</u>
	<i>2145 Attendees</i>	<i>1956 In Person</i>
Welcome Reception	\$ 46,171.00	\$ 27,836.51
Poster Session I	\$ 32,267.00	\$ 25,964.06
Poster Session II	\$ 28,853.00	\$ 22,858.12
Poster Session III	\$ 21,668.00	\$ 16,489.55
	\$ 128,959.00	\$ 93,148.24

- d. K. Ressler advised that the Women's Committee requested to host a two-hour luncheon as in past years instead of a symposium for this year's annual meeting. Council was supportive of this request and approved the luncheon.
6. **2026 Annual Meeting Location** – S. Timm provided an update on the 2026 Annual Meeting location proposal for Atlantis in Paradise Island, Bahamas. She stated that room rates for students/trainees have been negotiated to \$189+ per night. These rooms are in a separate tower. S. Timm advised that she is still negotiating food and beverage; however, other aspects of the proposal are overall good. S. Timm requested a motion to move forward with Atlantis if the Executive Office can negotiate the food and beverage pricing. It was questioned the political stance for women's reproductive rights and LGBTQ+ laws in the Bahamas. S. Timm advised that it is the same as Puerto Rico which has some restrictions, but not talked about as much as states in the United States. It was also questioned if a risk assessment has been completed for the likelihood of hurricanes in this area. S. Timm advised that PMG is still working on this and have not found sound data. She advised that ACNP always purchases event cancellation insurance in locations near the beach in case of hurricanes. It was stated that it would take attendees from the west coast in Portland and San Francisco around 8-10 hours to get to the Bahamas which is around the same travel time as Puerto Rico. Council approved to move forward with the 2026 Annual Meeting contract in Atlantis.
7. **NPP-Digital Psychiatry and Neuroscience** – B. Carlezon provided an update on *NPP-Digital Psychiatry and Neuroscience (DPN)*. B. Carlezon advised that DPN has assembled the full editorial team; however, are waiting on two editors at the National Institute on Drug Abuse (NIDA) to receive approval from their ethics department before announcing the full editorial team. He stated the reviewer platform should be activated around May 15th and then DPN will be able to start soliciting and receiving papers.
8. **Annual Meeting Task Force** – E. Leibenluft provided an update on the Annual Meeting Task Force listening session and survey to membership. She stated that the task force is currently reviewing the updated survey questions based on their input from the listening

session. She requested for Council members to encourage colleagues to complete the survey once it has been sent to membership to ensure an excellent response rate.

Information Items:

- 9. *Annual Meeting Report*** – K. Ressler requested Council review the 2022 Annual Meeting Report as overall the College received great feedback.
- 10. *2022 Annual Meeting Carbon Footprint*** – Council was provided the carbon footprint of the 2022 Annual Meeting in Phoenix, Arizona.
- 11. *NNCI Update*** – Council was provided the NNCI update from David Ross.
- 12. *American Academy of Pediatrics Letter*** – The College signed on to the American Academy of Pediatrics Gun Violence Prevention Research Funding letter. Linda Brady, Rita Valentino, Ellen Leibenluft, and Carlos Zarate were recused from signing the letter.
- 13. *Summer Council Meeting*** – The summer Council meeting is scheduled for Saturday, July 15th.