

Minutes of a Meeting of the Board of Trustees of the American Academy of Pediatric Dentistry 2025 Ad Interim Meeting

September 18, 2025

Time and Place of Meeting:

A meeting of the Board of Trustees (the “Board”) of American Academy of Pediatric Dentistry, was held on September 18th, 2025 commencing at approximately 8:00 a.m. GMT+1 at the Royal College of Surgeons, Edinburgh, Scotland in the GB Ong Room | Quincentanery Building

Call to Order; Roll Call:

Presiding Officer: Thomas G. Ison, AAPD President, presided as Chair of the meeting.

Minute Taker: Ms. Lisa Gunderson, Executive Coordinator, Governance, served as minute taker of the meeting.

The following board members, constituting a quorum, were present in person:

Drs. Carlos A. Bertot, President Elect; Jacob K. Lee, Vice President; Angela M. Stout, Secretary-Treasurer; Sarat Thikkurissy, Parliamentarian; Hakan O. Koymen, Northeastern District Trustee; Scott C. Schwartz, NorthCentral District Trustee; Katherine Chin, Southwestern District Trustee; Donald C. Schmitt, Western District Trustee; Anthea Drew Mazzawi, At-Large Federal Services Trustee; Jennifer L. Cully, At-Large Academic Trustee; Elizabeth Gosnell, At-Large International Trustee; Jade A. Miller, Co-Congressional Liaison; Warren A. Brill, Co-Congressional Liaison; Noel Childers, Editor-in-Chief; John S. Rutkauskas, Chief Executive Officer

Board members absent:

Drs. Scott D. Smith, Immediate Past President; Ann M. Bynum, Southeastern District Trustee; John Blake, Affiliate Trustee

Guests present:

Drs. Mario Ramos, AAPD Foundation President; John Gibbons, AAPD PAC Chair

AAPD staff present:

Mr. C. Scott Litch, Chief Operating Officer and General Counsel; Dr. Paul S. Casamassimo, Chief Policy Officer, Research and Policy Center; Mr. Paul Amundsen, Senior Vice President, Foundation and Integrated Marketing; Ms. Kristi Casale, AAPD

Senior Vice President, Meetings and Continuing Education; Dr. Chelsea Fosse, AAPD Vice President, Research and Policy Center

A quorum of the Board being present, Dr. Ison called the meeting to order at approximately 8:00 a.m. GMT+1.

Opening remarks from President: Dr. Ison warmly welcomed everyone to the meeting and expressed gratitude for their time and presence.

Dr. Ison reminded the board and guests present of the Confidentiality Notice and Agreement and Conflict of Interest Agreement that govern board meetings. The only way to have a functional Board of Trustees is to make sure there are no conflicts of interest, so board members are obligated to inform the board of any conflicts that might exist. Even more important is confidentiality. There needs to be a safe space in this room so that everyone can speak openly and honestly. The board discusses sensitive issues today; it's important to honor the commitment of confidentiality.

ACTIONS TAKEN BY THE BOARD AT THIS MEETING:

1. Motion: To reaffirm the electronic votes of the Board. (Carried)

Upon motion duly made and seconded, the Board of Trustees unanimously approved the motion.

Minutes dated:

(1) May 20, 2025, meeting of the Board of Trustees (2) May 25, 2025, meeting of the Board of Trustees (3) Minutes of the 78th General Assembly (4) Report of Vote June 17, 2025

Responsible party: Gunderson

2. Motion: To approve the agenda as presented. (Carried)

Upon motion duly made and seconded, the Board of Trustees unanimously approved the motion.

Responsible party: Gunderson

3. Motion: To approve the Consent Calendar. (Carried)

Upon motion duly made and seconded, the Board of Trustees unanimously approved the motion.

Responsible party: Gunderson

4. Motion: To accept the 2024-2025 Audit of the Budget and Finance Committee as presented. (Carried)

Upon motion duly made and seconded, discussion followed. Following discussion, the Board of Trustees unanimously approved the motion.

Responsible party: Rutkauskas, Purnell, Stout | Budget and Finance Committee

5. Motion: To accept the 2026 Annual Session proposed budget. (Carried)

Upon motion duly made and seconded, discussion followed. Following discussion, the Board of Trustees unanimously approved the motion.

Approved Draft 2026 Annual Session Budget:

- Draft Revenue: \$5,073,466
- Draft Expense: \$4,891,092
- **Total Net Income: \$182,374**

Responsible party: Casale, Stout | AAPD Headquarters and Budget and Finance Committee

6. Motion: To approve proposed amendments in the AAPD Administrative Policy and Procedure Manual "Amend Section 8 (COUNCILS AND COMMITTEES), J (Member Responsibility)," as presented in the Board of Trustees meeting materials, with the new language formatted in bold and underlined. (Carried)

Upon motion duly made and seconded, discussion followed. Following discussion, the Board of Trustees unanimously approved the motion.

Responsible party: Litch, Gunderson | Policy and Procedure Committee

7. **Motion:** To approve proposed amendments in the AAPD Administrative Policy and Procedure Manual, "Amend Section 6 (ANNUAL SESSION)," as presented in the Board of Trustees meeting materials, with the new language formatted in bold and underlined. (Carried)

Upon motion duly made and seconded, discussion followed. Following discussion, the Board of Trustees unanimously approved the motion.

Responsible party: Litch, Gunderson | Policy and Procedure Committee

8. **Motion:** To approve that the AAPD adopt AAP's 2025 immunization schedule for inclusion in the 2026 AAPD Reference Manual, in place of the 2025 CDC-ACIP recommendations. (Carried)

Upon motion duly made and seconded, discussion followed. Following discussion, the Board of Trustees unanimously approved the motion.

Responsible party: Fosse, Caffrey | Council on Clinical Affairs

9. **Motion:** To approve the revised Resource Document: Healthy Beverage Consumption in Early Childhood. (Carried)

Upon motion duly made and seconded, discussion followed. Following discussion, the Board of Trustees unanimously approved the motion.

Responsible party: Fosse, Caffrey | Council on Clinical Affairs

10. **Motion:** To approve other Resource Documents: Useful Meds, Hematology Consultation for Pediatric Dental Patients, Pediatric Medical History, Release for School Absences, Postoperative Instructions for Extractions/Oral Surgery, Chairside Guide: Silver Diammine Fluoride in the Management of Dental Caries Lesions*, and Management of Medical Emergencies. (Carried)

Upon motion duly made and seconded, discussion followed. Following discussion, the Board of Trustees unanimously approved the motion.

Responsible party: Fosse, Caffrey | Council on Clinical Affairs

11. **Motion:** To reaffirm the AAP/AAPD joint guidelines on sedation and anesthesia with updated references, and to allow flexibilities as needed from P&P to proceed with the joint publication with AAP. (Carried)

Upon motion duly made and seconded, discussion followed. Following discussion, the Board of Trustees unanimously approved the motion.

Responsible party: Fosse, Thikkurissy | Committee on Sedation and Anesthesia

12. Motion: To approve the request to refer the review of the CDEL position to the Policy and Procedure Committee. (Carried)

Upon motion duly made and seconded, discussion followed. Following discussion, the Board of Trustees unanimously approved the motion.

Responsible party: Litch | Policy and Procedure Committee

13. Motion: To approve the request to repurpose funds for the AADC meeting (previously spent on hosting a small CE course, poorly attended in recent years) to secure a room and light refreshments to meet with payer representatives and consultants during the conference. (Carried)

Upon motion duly made and seconded, discussion followed. Following discussion, the Board of Trustees unanimously approved the motion.

Responsible party: Fosse, Mann, Nickman | CGA, Committee on Dental Benefit Programs | Informational: No additional budget impact

14. Motion: To approve the Early Career Pediatric Dentistry Committee to host an in-person meeting in September 2026 in conjunction with the biennial AAPD Chapter Leadership Summit. (Carried)

Upon motion duly made and seconded, discussion followed. Following discussion, the Board of Trustees unanimously approved the motion.

Responsible party: Haave, Gunderson, Wester | Early Career Pediatric Dentists Committee | Budget Impact: \$15,000 for 2026-2027 Academy Budget

15. Motion: To approve the revised AAPD Research Agenda. (Carried)

Upon motion duly made and seconded, discussion followed. Following discussion, the Board of Trustees unanimously approved the motion.

Responsible party: Mann, Fosse, Loaiza, Webb | Council on Scientific Affairs

16. Motion: To approve the proposed members of the Airway Workgroup as included in the Board materials. (Carried)

Upon motion duly made and seconded, discussion followed. Following discussion, the Board of Trustees unanimously approved the motion.

Responsible party: Fosse, Wright | Evidence-Based Dentistry Committee

17. Motion: To approve Dr. Colleen Collins Greene to be an Expert Consultant on the Research and Policy Advisory Board. (Carried)

Upon motion duly made and seconded, discussion followed. Following discussion, the Board of Trustees unanimously approved the motion.

Responsible party: Gunderson | AAPD Headquarters

18. Motion: To approve new/revised AAPD State Chapter Logos. (Carried)

Upon motion duly made and seconded, discussion followed. Following discussion, the Board of Trustees unanimously approved the motion.

Responsible party: Wester, Gunderson | New York Academy of Pediatric Dentistry; Wisconsin Academy of Pediatric Dentistry; Missouri Academy of Pediatric Dentistry

19. Motion: To refer recommendations from the International Trustee as enclosed in Board materials to the Policy and Procedure Committee. (Carried)

Upon motion duly made and seconded, discussion followed. Following discussion, the Board of Trustees unanimously approved the motion.

Responsible party: Litch, Gosnell | Policy and Procedure Committee

20. Motion: To refer recommendations from the International Trustee to consider a title change from "Foreign Chapter" to "International Chapter" to the Constitution and Bylaws Committee. (Carried)

Upon motion duly made and seconded, discussion followed. Following discussion, the Board of Trustees unanimously approved the motion.

Responsible party: Litch, Gosnell, Lee | Constitution and Bylaws Committee

21. Motion: To refer to the Constitution and Bylaws Committee the removal of the grandfathered chapters in Canada, Korea, and Mexico. (Carried)

Upon motion duly made and seconded, discussion followed. Following discussion, the Board of Trustees unanimously approved the motion.

Responsible party: Litch, Gosnell, Lee | Constitution and Bylaws Committee

22. Motion: To request that AAPD Headquarters conduct further investigation of a potential Greek cruise and report back to the Board at Winter Planning 2026. (Carried)

Upon motion duly made and seconded, discussion followed. Following discussion, the Board of Trustees unanimously approved the motion.

Responsible party: Casale | AAPD Headquarters

23. Motion: To approve AAPD Headquarters providing members with information on ADA Resolution 407 via e-media. (Carried)

Upon motion duly made and seconded, discussion followed. Following discussion, the Board of Trustees unanimously approved the motion.

Responsible party: Fosse | AAPD Headquarters

24. Motion: To support the AAOMS request for the Oral Health Milestones 1, 7, and 15 Campaign for up to \$60,000 per year for three years. (Not approved)

Upon motion duly made and seconded, discussion followed. Following discussion, the Board of Trustees unanimously did not approve the motion.

Responsible party: Rutkauskas, Kepple, Gunderson | AAPD Headquarters

25. Motion: To approve submitting a 15% increase in AAPD member dues across all member categories to the General Assembly for final approval. (Carried)

Upon motion duly made and seconded, discussion followed. Following discussion, the Board of Trustees unanimously approved the motion.

Responsible party: Litch, Wester, Gunderson | AAPD Headquarters

INFORMATIONAL AGENDA ITEMS:

Report of the AAPD Political Action Committee

- The section, Report of the AAPD Political Action Committee, was presented by Dr. John Gibbons, AAPD PAC Chair. No formal action was taken or required.

Report of the AAPD Foundation

- The section, Report of the AAPD Foundation, was presented by Dr. Mario Ramos, AAPD Foundation President. No formal action was taken or required.

Consumer Review Committee

- The section, Consumer Review Committee, was presented. A full discussion followed. No formal action was taken or required.

Council on Annual Session Update

- The section, Council on Annual Session Update, was presented by Ms. Kristi Casale, AAPD Senior Vice President, Meetings and Continuing Education. A full discussion followed. No formal action was taken or required.

Dick Helton Update

- The section, Dick Helton Update, was presented. Dr. Ison will present Mr. Dick Helton the *Presidential Citation* recognition at the 2026 AAPD General Assembly. No formal action was taken or required.

Adjustments to overall AAPD Operating Budget:

Fiscal 2025-26	
Total Core Revenues Original	\$11,604,504.60
Total Core Expenses Original	\$12,660,566.90
Core Net Gain / (Loss) Original	\$(1,056,062.30)
Adjustments	
Annual Session DRAFT Revenues	\$5,073,466.00
Annual Session DRAFT Expenses	\$4,891,092.00
Total Core Revenues Revised	\$12,969,651.60
Total Core Expenses Revised	\$14,257,442.97
Core Net Gain / (Loss) Revised	\$(1,287,791.37)

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Non-Core Operations

Investment Earnings	\$250,000.00
Total Investment Earnings	\$250,000.00

PAC Non-Core Operations

PAC Revenue - Hard \$	\$150,000.00
PAC Revenue - Soft \$	\$98,825.00
PAC Expense - Hard \$	\$(91,200.00)
PAC Expense - Soft \$	\$(111,476.98)
Total PAC Non-Core Operations	\$46,148.02

Executive Session

The Board of Trustees entered Executive Session at approximately 12:30 p.m. GMT+1 with Ms. Kristi Casale, AAPD Senior Vice President of Meetings and Continuing Education, as the sole guest.

The Board of Trustees and guests resumed for regular session at approximately 12:50 p.m. GMT+1.

Adjournment

There being no further business, the meeting was adjourned at approximately 1:00 p.m. GMT+1.

Minutes approved by electronic vote on October 13, 2025.