## Committees of the House of Delegates

### Credentials Committee

<table>
<thead>
<tr>
<th>Member Name</th>
<th>City, State</th>
</tr>
</thead>
<tbody>
<tr>
<td>Matthew E. Jones, O.D.</td>
<td>Blytheville, AR</td>
</tr>
<tr>
<td>Roya Attar, O.D.</td>
<td>Madison, MS</td>
</tr>
<tr>
<td>Dwight M. Burchett, O.D.</td>
<td>Richmond, KY</td>
</tr>
<tr>
<td>Selina R. McGee, O.D.</td>
<td>Edmond, OK</td>
</tr>
<tr>
<td>Christopher C. Cordes, O.D.</td>
<td>Albuquerque, NM</td>
</tr>
<tr>
<td>Erin L. McCleary, O.D.</td>
<td>Plainville, CT</td>
</tr>
<tr>
<td>Eric C. McPeak, O.D.</td>
<td>Hiawatha, KS</td>
</tr>
<tr>
<td>Christine F. Renner, O.D.</td>
<td>Mauston, WI</td>
</tr>
<tr>
<td>Daniel D. Schrempp, O.D.</td>
<td>Lewiston, ID</td>
</tr>
<tr>
<td>Nathaniel D. Shilman, O.D.</td>
<td>Dickinson, ND</td>
</tr>
<tr>
<td>Jennifer Vincent, O.D.</td>
<td>Avon Lake, OH</td>
</tr>
<tr>
<td>Alan G. Wegener, O.D.</td>
<td>Liberty, MO</td>
</tr>
</tbody>
</table>

### Nominating Committee

<table>
<thead>
<tr>
<th>Member Name</th>
<th>City, State</th>
</tr>
</thead>
<tbody>
<tr>
<td>Robert M. Theaker, O.D.</td>
<td>Hollister, CA</td>
</tr>
<tr>
<td>Brian S. Klinger, O.D.</td>
<td>Rye, NH</td>
</tr>
<tr>
<td>Breanne B. McGhee, O.D.</td>
<td>New Orleans, LA</td>
</tr>
<tr>
<td>Johndra U. McNeely, O.D.</td>
<td>Greenville, SC</td>
</tr>
<tr>
<td>Maria S. Richman, O.D.</td>
<td>Manasquan, NJ</td>
</tr>
<tr>
<td>Annabelle M. Storch, O.D.</td>
<td>Newport Beach, CA</td>
</tr>
<tr>
<td>Christopher W. Wroten, O.D.</td>
<td>Hammond, LA</td>
</tr>
</tbody>
</table>

### Resolutions Committee

<table>
<thead>
<tr>
<th>Member Name</th>
<th>City, State</th>
</tr>
</thead>
<tbody>
<tr>
<td>Andrew J. Mackner, O.D.</td>
<td>Golden Valley, MN</td>
</tr>
<tr>
<td>Bibin J. Cherian, O.D.</td>
<td>Yukon, OK</td>
</tr>
<tr>
<td>Sergeant-at-Arms Committee</td>
<td></td>
</tr>
</tbody>
</table>

Andrew J. Mackner, O.D., Chair
Golden Valley, MN

Bibin J. Cherian, O.D.
Yukon, OK
### Officers

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>President</td>
<td>William T. Reynolds, O.D.</td>
<td>Richmond, KY</td>
</tr>
<tr>
<td>President-Elect</td>
<td>Robert C. Layman, O.D.</td>
<td>Toledo, OH</td>
</tr>
<tr>
<td>Vice President</td>
<td>James P. DeVleming, O.D.</td>
<td>Pullman, WA</td>
</tr>
<tr>
<td>Secretary-Treasurer</td>
<td>Ronald L. Benner, O.D.</td>
<td>Laurel, MT</td>
</tr>
<tr>
<td>Immediate Past President</td>
<td>Barbara L. Horn, O.D.</td>
<td>Myrtle Beach, SC</td>
</tr>
</tbody>
</table>

### Trustees

<table>
<thead>
<tr>
<th>Name</th>
<th>Location</th>
</tr>
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<tbody>
<tr>
<td>Steven T. Reed, O.D.</td>
<td>Magee, MS</td>
</tr>
<tr>
<td>Jacquie M. Bowen, O.D.</td>
<td>Greeley, CO</td>
</tr>
<tr>
<td>Lori L. Grover, O.D., Ph.D.</td>
<td>Oakbrook Terrace, IL</td>
</tr>
<tr>
<td>Teri K. Geist, O.D.</td>
<td>Omaha, NE</td>
</tr>
<tr>
<td>Terri A. Gossard, O.D., M.S.</td>
<td>Cincinnati, OH</td>
</tr>
<tr>
<td>Curtis A. Ono, O.D.</td>
<td>Seattle, WA</td>
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</table>

### Staff

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Executive Director</td>
<td>Jon F. Hymes</td>
<td>Alexandria, VA</td>
</tr>
</tbody>
</table>
The AOA Optometric Oath

With full deliberation I freely and solemnly pledge that:

I AFFIRM that the health of my patient will be my first consideration.

I WILL practice the art and science of optometry faithfully and conscientiously, and to the fullest scope of my competence.

I WILL uphold and honorably promote by example and action the highest standards, ethics and ideals of my chosen profession and the honor of the degree, Doctor of Optometry, which has been granted me.

I WILL provide professional care for those who seek my services, with concern, with compassion and with due regard for their human rights and dignity.

I WILL place the treatment of those who seek my care above personal gain and strive to see that none shall lack for proper care.

I WILL hold as privileged and inviolable all information entrusted to me in confidence by my patients.

I WILL advise my patients fully and honestly of all which may serve to restore, maintain or enhance their vision and general health.

I WILL strive continuously to broaden my knowledge and skills so that my patients may benefit from all new and efficacious means to enhance the care of human vision.

I WILL share information cordially and unselfishly with my fellow doctors of optometry and other professionals for the benefit of patients and the advancement of human knowledge and welfare.

I WILL do my utmost to serve my community, my country and humankind as a citizen as well as a doctor of optometry.

I HEREBY commit myself to be steadfast in the performance of this my solemn oath and obligation.
March 26, 2021

The 124th Annual Congress of the American Optometric Association is scheduled be held June 24 – 26, 2021, at Colorado Convention Center, Denver, Colorado, with the first meeting of the House of Delegates called for 8 a.m. Thursday, June 24, 2021. The Credentials Desk will open on Wednesday, June 23, 2021 at a time and location to be determined. Beginning on Thursday, June 24, 2021, the Credentials Desk will be located outside the House of Delegates room.

CREDENTIALS

Credentialing materials to be completed and signed by the affiliated association president and secretary will be sent under separate cover. Once you receive them, please complete and return the credentialing materials to the AOA St. Louis office no later than June 9, 2021, so that the secretary-treasurer and the credentials committee may examine and verify credentials of all delegates and alternates for the purpose of seating delegates.

Each affiliated association shall be entitled to one (1) delegate for each fifty (50) of its members and optometric educator members, except that student, honorary, associate or provisional members shall not be counted at all, and any members, except optometric educator members, who pay less than the full active member dues (not taking into account the reductions in dues permitted under paragraphs C.8., F and G of Section 2 of Article I of these Bylaws) shall be counted as one-half (1/2) member. A member shall only be eligible to be counted in the foregoing calculation if the proper amount of dues owed by that member for all financial quarter periods ending not less than 60 days before the first day of the annual congress, and all prior periods have been paid and received at this association not more than 30 days (said 30 days to be deemed to be a grace period for submitting such dues) after the last business day of the last financial quarter ending not less than 60 days before the first day of the annual congress, which excludes any Saturday, Sunday or federal holiday (and such dues must be actually received by said date and not just be postmarked by said date); provided, however, that an affiliated association having less than fifty (50) such members shall nonetheless be entitled to one (1) regular delegate. Any member who receives any dues waiver pursuant to the process described in paragraph G of Section 2 of Article I of these Bylaws shall not be counted for credentialing purposes during the year following the year in which the waiver applied (Article II, Section 3).

VOTING

Each affiliated association shall be entitled to one (1) vote on any matter coming before the House for each ten (10) of its members and optometric educator members, except that student, honorary, associate or provisional members shall not be counted at all, and any members, except optometric educator members, who pay less than the full active member dues (not taking into account the reductions in dues permitted under paragraphs C.8., F and G of Section 2 of Article I of these Bylaws) shall be counted as one-half (1/2) member. A member shall only be eligible to be counted
in the foregoing calculation if the proper amount of dues owed by that member for the last quarter (as defined in Article II, Section 11) and all previous financial quarters have been paid and received (not merely postmarked) at this association by the credentialing deadline (as defined in Article II, Section 11). Any member who receives any dues waiver pursuant to the process described in paragraph G of Section 2 of Article I of these bylaws shall not be counted for credentialing purposes during the year following the year in which the waiver applied. However, each affiliated association as of the last business day of the last quarter (as defined in Article II, Section 11). The delegation representing the student members shall be entitled to three (3) votes on any matter coming before the House. The total vote of each delegation may be cast by its delegate or delegates present when the vote is called.

RESOLUTIONS

All resolutions submitted by affiliated associations and delivered to the AOA Secretary-Treasurer at least 15 days prior to the first day of the annual congress are automatically submitted to the resolutions committee. (Any resolution not submitted at least 15 days prior to the first day of the congress shall require a two-thirds affirmative vote by the House in order to be received and referred to the resolutions committee.)

Resolutions should be submitted in typewritten form, double-spaced, with source of origin of the resolution clearly indicated on the first page.

The House of Delegates will be also be asked to consider the recommended revisions to AOA resolutions and substantive motions made as part of the Judicial Council’s required five-year review process in 2020. The recommended revisions are available for viewing on the “Governance” tab on the aoa.org homepage.

DECEASED MEMBERS

During a session of the House of Delegates, tribute will be paid to all of our departed brother and sister practitioners who were members of the American Optometric Association. You will receive from AOA Dues Accounting a list of AOA members who were affiliated through your association and who have passed away between November 1, 2020 and April 30, 2021. You will be asked to make corrections to the list and return it to AOA. We do not want to overlook a single one of these members.

DELEGATE SEATING

The House of Delegates will be composed of delegates representing members of the affiliated associations. Past presidents, members of the AOA Board of Trustees, and the delegates representing sections are privileged to participate in all matters before the House but do not vote in such capacity.

An alternate delegate may be selected for each delegate. If a delegate is unable to attend the congress or is absent from a session of the House, the delegation may designate any of its alternate delegates to act in the place of the absent delegate. After being so designated, the alternate should inform the Credentials Desk, receive a delegate's ribbon, and then be seated with his/her delegation.
An electronic handbook designed to serve as a reference aid for those members who participate in meetings of the House of Delegates will be available to delegate in advance of the meeting. The parliamentarian also lends counsel to individual delegates and assists the Speaker of the House as a source of information on parliamentary matters.

Should you have specific questions regarding these procedures, I will be happy to respond to them.

Sincerely,

Ron Benner

Ronald L. Benner, O.D.
Secretary-Treasurer
OFFICES TO BE FILLED BY ELECTION

March 26, 2021

TO: To the Presidents and Secretaries of
    All Affiliated Associations

Pursuant to the guidelines governing nominating procedures leading to the election of officers and trustees for the American Optometric Association, I herewith advise you of the offices to be filled by election during the 124th Annual Congress of the Association in Denver, Colorado, June 24-26, 2021.

The offices are as follows:

- President-Elect
- Vice President
- Secretary-Treasurer
- Two Trustees – three-year term
- One Trustee – one-year term

Sincerely,

Ronald L. Benner, O.D.
Secretary-Treasurer
CLARIFICATION: OFFICES TO BE FILLED BY ELECTION

I would like to clarify the reference to the “Offices to be Filled by Election” that is referenced in Bulletin No.1, Volume 79, dated March 26, 2021.

In addition to the office of President-Elect, Vice President, and Secretary-Treasurer, there are currently two three-year Trustee positions that will be filled by election during the 124th Annual Congress of the American Optometric Association. Currently, Jacqueline M. Bowen, O.D. and Teri K. Geist, O.D. hold trustee positions with terms that expire this year. Both of these doctors have announced their candidacy to seek re-election for Trustee positions. Belinda Starkey, O.D., has also announced her candidacy to seek election for a Trustee position.

Steven T. Reed, O.D., who is currently serving a three-year Trustee office, with that term to expire in 2022 has announced his candidacy for Secretary-Treasurer. It is only after the Secretary-Treasurer election has taken place in Denver, Colorado and assuming that Dr. Reed has been elected as Secretary-Treasurer, that the office for the one-year unexpired term will become vacant.

Sincerely,

Ronald L. Benner, O.D.
Secretary-Treasurer
March 26, 2021

To the Presidents and Secretaries of the Associations Affiliated with the American Optometric Association

In accordance with the Constitution and Bylaws of the American Optometric Association, the Board of Trustees has fixed June 24-26, 2021, as the time of the meeting in Denver, Colorado, where the 124th Annual Congress of the American Optometric Association will be held.

NOW, THEREFORE I, William T. Reynolds, O.D., on behalf of the AOA Board of Trustees do hereby call a meeting of the House of Delegates of the American Optometric Association to be held, at Colorado Convention Center, Thursday, June 24, 2021, at 8 a.m. to transact such business as may come before it.

*Important additional information*

William T. Reynolds, O.D.
President

ATTEST

Ronald L. Benner, O.D.
Secretary-Treasurer
HOUSE OF DELEGATES PROCEDURES
The AOA House of Delegates is in session from the opening gavel until adjournment sine die, and the Speaker can call the House into session at any time.

TABLE OF CONTENTS

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>GENERAL INFORMATION</td>
<td>1</td>
</tr>
<tr>
<td>CREDENTIALS</td>
<td>2</td>
</tr>
<tr>
<td>CREDENTIALS COMMITTEE – AUTHORITY</td>
<td>2</td>
</tr>
<tr>
<td>RESPONSIBILITIES &amp; GUIDELINES</td>
<td>2</td>
</tr>
<tr>
<td>SPEAKER OF THE HOUSE</td>
<td>4</td>
</tr>
<tr>
<td>PARLIAMENTARY PROCEDURES (ROBERT’S RULES OF ORDER)</td>
<td>4</td>
</tr>
<tr>
<td>QUORUM</td>
<td>4</td>
</tr>
<tr>
<td>MAJORITY</td>
<td>4</td>
</tr>
<tr>
<td>ENTRANCE TO THE HOUSE CHAMBER</td>
<td>4</td>
</tr>
<tr>
<td>ORDER AND DECORUM</td>
<td>4</td>
</tr>
<tr>
<td>SERGEANTS-AT-ARMS</td>
<td>5</td>
</tr>
<tr>
<td>SEATING OF THE DELEGATES</td>
<td>5</td>
</tr>
<tr>
<td>PRIVILEGES OF NON-DELEGATES</td>
<td>5</td>
</tr>
<tr>
<td>NON-PUBLIC SESSION</td>
<td>6</td>
</tr>
<tr>
<td>ACCESS TO THE FLOOR</td>
<td>6</td>
</tr>
<tr>
<td>DISCUSSION, DEBATE AND AMENDMENTS</td>
<td>6</td>
</tr>
<tr>
<td>RESOLUTIONS COMMITTEE</td>
<td>6</td>
</tr>
<tr>
<td>AUTHORITY</td>
<td>6</td>
</tr>
<tr>
<td>GUIDELINES – PRE-CONGRESS ACTIVITIES</td>
<td>7</td>
</tr>
<tr>
<td>RESOLUTIONS</td>
<td>8</td>
</tr>
<tr>
<td>Section</td>
<td>Page</td>
</tr>
<tr>
<td>-----------------------------------------------------------</td>
<td>------</td>
</tr>
<tr>
<td>Responsibilities at Congress</td>
<td>8</td>
</tr>
<tr>
<td>Special Committees of the House</td>
<td>9</td>
</tr>
<tr>
<td>Nominating Committee – Authority</td>
<td>10</td>
</tr>
<tr>
<td>Guidelines</td>
<td>11</td>
</tr>
<tr>
<td>Responsibilities</td>
<td>12</td>
</tr>
<tr>
<td>Mandatory Candidate Questionnaire Questions</td>
<td>13</td>
</tr>
<tr>
<td>General Suggestions</td>
<td>14</td>
</tr>
<tr>
<td>Questions for Candidates</td>
<td>14</td>
</tr>
<tr>
<td>Nominations</td>
<td>16</td>
</tr>
<tr>
<td>Voting</td>
<td>16</td>
</tr>
<tr>
<td>Elections</td>
<td>17</td>
</tr>
<tr>
<td>Clarification of the Trustee Election Procedure</td>
<td>17</td>
</tr>
<tr>
<td>Amendments to the Constitution and Bylaws</td>
<td>18</td>
</tr>
<tr>
<td>Agenda</td>
<td>18</td>
</tr>
<tr>
<td>Time Certain</td>
<td>19</td>
</tr>
<tr>
<td>Open Forums</td>
<td>19</td>
</tr>
<tr>
<td>Substantive Motions (New Business)</td>
<td>19</td>
</tr>
<tr>
<td>Letters of Appreciation</td>
<td>19</td>
</tr>
<tr>
<td>Good and Welfare</td>
<td>20</td>
</tr>
<tr>
<td>Distribution of Materials</td>
<td>20</td>
</tr>
<tr>
<td>AOA Policy</td>
<td>20</td>
</tr>
<tr>
<td>Announcements and Information</td>
<td>20</td>
</tr>
<tr>
<td>Assistant to the Speaker</td>
<td>20</td>
</tr>
<tr>
<td>Parliamentarian</td>
<td>20</td>
</tr>
<tr>
<td>Parliamentary Procedure Information Sheet</td>
<td>20</td>
</tr>
<tr>
<td>House of Delegates Election Sequence</td>
<td>22</td>
</tr>
<tr>
<td>Quick Reference Guide to Amending AOA Constitution and Bylaws, and Proposing House of Delegates Resolutions and Substantive Motions</td>
<td>24</td>
</tr>
</tbody>
</table>
GENERAL INFORMATION

The handbook includes a copy of the agenda, the current Constitution and Bylaws, any proposed amendments, Summaries of Actions of the Board of Trustees, financial report, reports of AOA and AOA-related entities, and reports of other optometric organizations.

The House Procedures are designed to serve as a reference aid for the meetings of the House of Delegates. As a guide of procedural rules, this handbook assists the Speaker and the delegates in the determination of the will of the House, providing an interpretative clarification concerning matters not specifically treated in the AOA Constitution and Bylaws. The Speaker’s rulings are subject to appeal to the House, which makes the final decision on any question. For additional information, consult the AOA Constitution and Bylaws and Robert’s Rules of Order Newly Revised 12th Edition, which control the proceedings of the House. (Article II, Section 6.C. of the Bylaws.)

The House of Delegates is the legislative and policy-making body of the American Optometric Association and is the supreme authority of the AOA. (Article II, Section 9.D. of the Bylaws.) It is composed of delegates representing members of the affiliated associations.

Distinguished members (past presidents) of this Association and current members of the Board of Trustees are ex officio delegates. As such, they may attend sessions of the House and shall be entitled to participate in debate and to make motions but are not entitled to vote unless they are certified as delegates representing an affiliated association.

Each delegate representing a section is entitled to participate in debate and make motions but not vote.

Any requests for the list of delegates/alternates of the House of Delegates shall not be granted because of the possible revisions to this list during the entire Congress.
CREDSNTIALS

Credentials of the delegates and alternates must be received by the Secretary-Treasurer of the AOA not later than fifteen (15) days prior to the first day of the Annual Congress. (Article II, Section 3.A.4. of the Bylaws.)

CREDSNTIALS COMMITTEE – AUTHORITY

The authority for the establishment of this committee is Article II, Section 4 of the Bylaws:

Credentials Committee

No later than thirty (30) days before each annual congress, the president shall appoint a credentials committee composed of at least three (3) members. The credentials committee shall verify the credentials of all delegates to the congress and report to the congress for the purpose of seating the delegates and their alternates. Any dispute as to the number of delegates to which an affiliate is entitled or as to which delegates or alternate delegates are eligible to serve as delegates or alternate delegates shall be determined by the Credentials Committee, whose decision shall be final and not appealable.

RESPONSIBILITIES & GUIDELINES

1. Throughout the sessions of the House of Delegates, a credentials table will be maintained by members of the committee. All committee members should be present a reasonable time before each session of the House convenes.

2. It is suggested that the Credentials Committee be present prior to the opening of the House for the purpose of examining and verifying credentials of all delegates and alternates. This will expedite the seating in the House of Delegates.

3. All credentials forms are examined in accordance with the Bylaws and the AOA Membership Department count to determine the number of authorized delegates and alternates to which each delegate group is entitled. (Article II, Section 3.A.2. of the Bylaws.)

4. Each delegate group (except the student members) is entitled to one (1) delegate for each fifty (50) paid-up members, excluding student, honorary, and associate members as certified to the AOA Secretary-Treasurer. Except for optometric educator members, members who pay less than their full active member dues are counted as one-half member. The delegate strength of each delegate group for the Annual Congress shall be determined from the records on April 30 unless that date is a Saturday, Sunday, or Federal holiday. (Article II, Section 3.A.1. and 2. and Section 11. of the Bylaws.)

The student members at each school or college in the United States accredited or pre-accredited by the Accreditation Council on Optometric Education are entitled to one (1) delegate and alternate, and the affiliated association representing the student
members is entitled to three (3) delegates and alternates. (Article II, Section 3.B.1. and 2. of the Bylaws.)

5. When verified by the Credentials Committee, each delegate group will receive the appropriate number of ribbons for the delegates and alternates.

6. Seating in the delegate area of the House of Delegates itself is reserved for certified delegates representing members of the affiliated associations, distinguished members, the Board of Trustees, and section delegates. Alternates are to be seated in the area reserved for alternates. The Sergeants-At-Arms are responsible for monitoring the proper seating.

7. The Credentials Committee shall report to the House periodically.

An appropriate initial motion is:

“Mr. Speaker, as a delegate, and on behalf of the Credentials Committee, I move that all certified delegates as recorded be seated.”

Supplementary reports shall be given as needed during subsequent business sessions.

An appropriate subsequent motion is:

“Mr. Speaker, as a delegate, and on behalf of the Credentials Committee, I move that the revised listing of delegates as recorded be the official delegate roll of this House.”

NOTE: A motion made on behalf of a committee does not require a second. (Roberts, p. 31.)

8. The Credentials Committee Chair shall call the roll on roll call votes. The other members of the Credentials Committee shall tally the votes on roll calls in the House of Delegates. Official results of a vote are announced by the Speaker.

Each affiliated association (except for the association of student members) is entitled to one (1) vote for each ten (10) paid-up members, excluding student, honorary, and associate members as certified to the AOA Secretary-Treasurer. Except for optometric educator members, members whose dues are less than their full active member dues are counted as one-half member. (Article II, Section 5.A. of the Bylaws.)

The delegation representing the student members shall be entitled to three (3) votes on any matter coming before the House. (Article II, Section 5.A. of the Bylaws.)

9. The final action of the committee shall be to give written comments to the Speaker of the House evaluating the effectiveness of the committee and making recommendations for changes in these guidelines.

All members of the Credentials Committee must be listed as either a delegate or alternate from their respective affiliate.
SPEAKER OF THE HOUSE

The President may preside at the House of Delegates or a member may be designated by the President to preside as Speaker of the House. The Immediate Past President, because of past experiences and knowledge of the Association, is a logical choice to serve as Speaker. It is the obligation of the Speaker to sense the will of the House, to preside accordingly, and to hold the rulings ever subject to challenge from, and reversal by, the House.

PARLIAMENTARY PROCEDURE (ROBERT’S RULES OF ORDER)


QUORUM

Certified delegates representing a majority (27 of 53) of the affiliated associations shall constitute a quorum for the transaction of business at any session of the House of Delegates. (Article II, Section 6.A. of the Bylaws.)

MAJORITY

A majority is one vote more than half of the votes cast, a quorum being present. (Robert’s, p. 379.)

ENTRANCE TO THE HOUSE CHAMBER

Entrance to the AOA House of Delegates Chamber is limited to delegates and other persons presenting proper credentials. By virtue of their membership, all members of the AOA are entitled to observe sessions of the House of Delegates. Non-members and guests may enter at the pleasure of the Speaker or the House.

ORDER AND DECORUM

Order and decorum will be maintained in the House by the Speaker with the assistance of the Sergeants-At-Arms. It shall be the responsibility of the Sergeants-At-Arms to monitor access to the delegates’ areas of the House of Delegates and to assure that the delegates are properly seated. Other areas are provided for the seating of alternates, members, staff, representatives of other organizations, press and guests.

When the House of Delegates is in session, individuals wishing to conduct personal business are requested to step out of the House Chamber. To preserve the decorum of the House, no audio or video recordings are allowed, except for ceremonial events, as authorized by the Speaker.
SERGEANTS-AT-ARMS

The Sergeants-At-Arms shall assure that all individuals admitted to the House area present proper credentials and are seated in the proper areas for delegates, alternates, members, staff, representatives of other organizations, press and guests. All members of the Sergeant-At-Arms Committee must be listed as either a delegate or alternate from their respective affiliate.

SEATING OF THE DELEGATES

Only individuals who are properly certified to the Secretary-Treasurer and whose credentials have been verified by the Credentials Committee may be seated as delegates or alternates. Delegates who have been certified will receive the appropriate ribbon and must wear it in order to be seated in the House of Delegates. Each delegate group may select one alternate for each delegate.

Seating in the delegate area of the House of Delegates is reserved for certified delegates representing members of the affiliated associations, sections, distinguished members (past presidents) and the Board of Trustees. The Executive Director, Washington Office Director, and General Counsel may be seated near the Board of Trustees.

The Colorado Convention Center has imposed special room occupancy limits in response to the COVID-19 pandemic. Consequently, the House of Delegates area may not contain sufficient seats for all delegates to be present at the same time. If required due to occupancy limitation, seats will be allocated to all delegations proportionate to the relative size of their delegations.

If a seat within a delegation is unoccupied by a delegate, an alternate from that group may be certified and then seated in the delegate’s place. Arrival of a delegate, who has priority, will necessitate an alternate leaving the delegates’ area. Affiliate association delegations will be responsible for determining which of their own delegates will be granted a seat when there are not enough seats available for all of the affiliate’s delegates who would like to attend a session of the House of Delegates.

A staff table is provided for other AOA staff. They are admitted by a staff badge.

A press table is provided for the optometric press. They are admitted by a press badge.

Additional seating is provided outside the delegates’ area for alternates, members, representatives of other organizations and guests.

NOTE: The House of Delegates may authorize the seating of the executive directors of affiliated associations with their delegations in the House of Delegates area.

PRIVILEGES OF NON-DELEGATES

A delegate may request permission for a non-delegate member of the American Optometric Association to address the House of Delegates (Article II, Section 5.E. of the Bylaws.). If permission is granted by the Speaker, the member must confine any remarks to the specific matter...
under consideration and debate. A similar request may also be made on behalf of a guest by an
officer of this Association. Also, the Speaker may permit a member or guest to address the House.

NON-PUBLIC SESSION

During a Non-Public Session, only Delegates, AOA Board of Trustees, AOA Past Presidents,
Alternates, Other AOA Member Doctors of Optometry, AOA Executive Director, AOA Legal
Counsel, AOA House Staff, AOA Staff, and Executive Directors of Affiliated Associations will
be permitted to attend.

ACCESS TO THE FLOOR

Subject to restrictions on the total number of delegates allowed in the room at one time due to
COVID-19 pandemic occupancy limitations, each delegate shall be entitled to the privileges of the
floor and to participate in debates on any matters coming before the House.

A delegate wishing to secure the floor shall go to the nearest microphone and address the Speaker.
The Speaker will acknowledge the person by identifying the microphone position. The delegate
must then clearly announce his or her name and the delegate group represented. The Speaker shall
repeat the name and the delegate group before the delegate may proceed.

DISCUSSION, DEBATE AND AMENDMENTS

In order to facilitate discussion and debate, wherever possible, written copies of any lengthy or
complicated amendment(s) should be provided to the Speaker before the motion sought to be
amended is considered by the House.

RESOLUTIONS COMMITTEE

The Resolutions Committee is authorized to begin on-site deliberations two days in advance of the
convening of the House, depending on the number of resolutions submitted. It may begin
deliberating off-site at its discretion at any time.

AUTHORITY

The authority for the establishment of the Resolutions Committees is in Article II,
Section 8 of the Bylaws:

Resolutions Committee

A. The president shall, no later than sixty (60) days prior to the first day of the
annual congress, appoint one (1) or more resolutions committees as the
president may deem necessary or appropriate. Each committee shall be
composed of at least five (5) members of this Association, one (1) of whom
shall be designated as chair by the president.
B. Each resolutions committee shall consider such proposed resolutions as may be referred to it in accordance with subparagraph C of this section and shall report to the House of Delegates those resolutions which it has approved either in the form referred to it or as modified or changed by the committee. If the committee makes significant substantive modifications or changes to a resolution, it shall consult the originator prior to reporting the resolution to the House of Delegates.

C. Resolutions may be proposed by an affiliated association, by a section, by the House of Delegates, or by the Board of Trustees. An affiliated association or section shall deliver to the secretary-treasurer, at least fifteen (15) days prior to the first day of the annual congress, one (1) typewritten copy of all resolutions which such affiliated association or section proposes for adoption by the House of Delegates, and the secretary-treasurer shall deliver one (1) copy thereof to the chair of the appropriate resolutions committee. The Board of Trustees may at any time submit a proposed resolution to the secretary-treasurer who shall refer it to an appropriate resolutions committee, and the House of Delegates by a two-thirds (2/3) vote may similarly do so. Proposed resolutions which have not been referred to an appropriate resolutions committee in accordance with the provisions of this subparagraph shall not be considered by the House of Delegates.

D. Each resolutions committee shall report to the House of Delegates all proposed resolutions which it has approved, and a copy of each such proposed resolution, as approved by the committee, shall be made available to each delegate at least four (4) hours prior to its consideration by the House of Delegates. In the event that a resolutions committee does not report to the House of Delegates with approval a proposed resolution that has been referred to it, any delegate may, at the appropriate time, offer, from the floor, a motion that the House consider the proposed resolution, and if the House of Delegates shall approve the motion by a two-thirds (2/3) vote, the House of Delegates shall thereupon give consideration to the proposed resolution.

GUIDELINES

Pre-Congress Activities

a. It is suggested that each committee member should be aware of the Judicial Council actions on the resolutions of the previous year including any resolutions referred back to the House of Delegates by the Judicial Council.

b. Appointment of the committee in advance of the Congress is made by the President of AOA in order to provide time for familiarization with proposed issues. Each committee member should thoroughly review and become familiar with any materials provided.

c. Copies of the extant (current) resolutions passed by the House of Delegates are available through the Resolutions Committee staff.
d. If a stand-alone meeting is required and approved, the regular AOA reimbursement policies will apply (these expenses will be charged to the House of Delegates’ budget).

RESOLUTIONS

All resolutions properly submitted and delivered to the AOA Secretary-Treasurer at least fifteen (15) days prior to the first day of the Annual Congress are automatically referred to the appropriate resolutions committee. (Article II, Section 8.C. of the Bylaws.)

Resolutions should be submitted in typewritten form, double-spaced, with source of origin of the resolution clearly indicated on the first page.

Any resolution, except those submitted by the Board of Trustees, which is not received at least fifteen (15) days prior to the first day of the Congress shall require a two-thirds (2/3) affirmative vote by the House in order to be referred to the resolutions committee. (Article II, Section 8.C. of the Bylaws.)

In accordance with Article II, Section 8.C. of the Bylaws of the Association, a resolutions committee may not initiate resolutions on its own. The committee has the discretion, however, to modify or change a resolution in an appropriate manner. Any significant or substantive modification shall be brought to the attention of the entity which introduced the resolution, prior to the report to the House. (Article II, Section 8.B. of the Bylaws.)

Resolutions approved by a resolutions committee shall be reported to the House of Delegates at least four (4) hours prior to its consideration. (Article II, Section 8.D. of the Bylaws.) Those not approved need not be reported, but the entity which introduced the resolution should be informed. After consultation with the Secretary-Treasurer, the report should include the financial implications, if any, of the proposed resolution.

NOTE: A motion made on behalf of a committee does not require a second. (Robert’s, p. 36.)

However, if the committee fails to approve and report any resolution submitted to it, any delegate has the right to make a motion from the floor to request that the House consider the resolution. If the House by 2/3 vote approves the motion, the resolution then will be considered by the House. (Article II, Section 8.D. of the Bylaws.)

Information on Proposing Resolutions and the Process is on pages 24-25.

RESPONSIBILITIES AT CONGRESS

1. Chair:
   a. The chair may call a meeting of the committee to be held one or two days prior to the first official day of the House.
b. The chair shall set the time schedule for the advance committee meetings at the Congress, as well as the time schedule for the committee meetings during the Congress. The chair shall consult with the House of Delegates staff on the setting of this time schedule to coordinate with the Congress schedule.

c. The chair of the Resolutions Committee shall make reports to the House of Delegates. The chair will be notified by the Speaker as to when these reports are expected. The first report should include a listing of those resolutions being considered by the committee and introduction of the committee members and staff.

d. The chair shall establish a schedule of “hearing times” and of “appearances” with the Resolutions Committee for the benefit of anyone interested in contributing to the deliberations of the committee on any resolutions being considered by it. This schedule shall be announced to the House of Delegates. The chair shall request the Resolutions Committee staff to make arrangements for posting the schedule of such meetings or notifying the parties directly.

e. The chair shall appoint a member of the committee to serve as secretary.

f. Each resolution committee member will receive three days’ lodging and three days’ per diem reimbursement in conjunction with the meeting held during Congress each year. (These expenses will be charged to the House of Delegates’ budget.) Registration fees, airfare and incidentals will remain the responsibility of each committee member.

g. The Resolutions Committee staff shall obtain AOA legal counsel review of each resolution before the resolution is presented to the House of Delegates.

h. An appropriate number of copies of resolutions to be presented to the House of Delegates will be placed in the delegates’ boxes or distributed electronically.

i. The chair shall present all recommendations from the Resolutions Committee to the House of Delegates at the times designated by the Speaker.

2. Committee Members:

   a. Committee members should attend all meetings of the committee, including meetings prior to the official opening of the House.

   b. The final action of the committee should be to give written recommendations to the chair evaluating the effectiveness of the committee and making recommendations for changes in procedure.

All members of the Resolutions Committee must be listed as either a delegate or alternate from their respective affiliate.

SPECIAL COMMITTEES OF THE HOUSE
The House or the Speaker may, when appropriate, appoint special committees of the House of Delegates. (Article II, Section 9.C. of the Bylaws.) A special committee may hold an open hearing for interested delegates, at which time the chair shall preside. Following the open hearing, the committee shall then retire and deliberate.

Reports of a special committee are presented to the House by the chair, unless the Speaker directs otherwise.

NOMINATING COMMITTEE

AUTHORITY

The authority for the establishment of this committee is in Article II, Section 7 of the Bylaws:

Nominating Committee

A. There shall be a nominating committee composed of nine (9) members of this Association, one (1) of whom shall have served the previous year and shall be designated as chair. No affiliated association shall be represented on the nominating committee more often than once every two (2) years, provided, however, that in any year, one (1) member of the nominating committee of the previous year shall have been elected by that committee as chair for the next year. The nominating committee shall also select two alternates to serve in the event the new chair is unable to serve for the next year. The election for the next year’s chair and alternates shall be the last action of the nominating committee for each year. No affiliated association shall have more than one (1) member on the nominating committee at the same time. Any affiliated association with a candidate for an officer or trustee position shall not be represented on the nominating committee.

The names of eight (8) affiliated associations, other than that of the member of the previous year, shall be randomly selected in the manner determined by the House of Delegates. The names of eight (8) additional affiliated associations shall then be randomly selected in a similar manner as alternates for the eight (8) affiliated associations originally selected.

No later than January 1st of each year, the president of each of the eight (8) affiliated associations originally selected and the president of each of the eight (8) additional affiliated associations shall notify the Secretary-Treasurer of this Association in writing the name of the member selected by such affiliated association to serve as a member or alternate member of the nominating committee. After such notification, if such an individual is unable to serve, an individual from an affiliated association selected as an alternate, in order of such selection, shall replace the individual unable to serve.
RECOMMENDED GUIDELINES CONSISTENT WITH BYLAWS:

The Nominating Committee should have committee members in place early enough to allow for communication to discuss the process, review the candidates’ questionnaires, and evaluate the need for recruitment of candidates when appropriate.

Article II, Section 7 of the Bylaws:

B. The nominating committee shall prepare a slate of nominees for election to office in this Association which it shall present to the House of Delegates no later than forty-eight (48) hours prior to the election. The report of the nominating committee shall not preclude any delegate from making a nomination for any office from the floor of the House of Delegates.

RECOMMENDED GUIDELINES CONSISTENT WITH BYLAWS:

A “single” slate is defined as a nominee for each office. A “multiple” slate is defined as more than one nominee for each office. The AOA Bylaws allow the Nominating Committee to use either of these methods to submit a “slate” to the House of Delegates. The decision regarding which option will be used is at the discretion of the Nominating Committee. The Nominating Committee may also decide to use a combination of these methods, such as submitting one name for each of the officer positions and multiple names for the trustee positions.

GUIDELINES

1. Each affiliated association shall be notified at least ninety (90) days prior to the Annual Congress of the offices to be filled by election during the Congress.

2. No person shall be appointed to the Nominating Committee from a delegate group with an announced candidate.

3. For proper consideration by the Nominating Committee, written notifications of candidacies by or on behalf of candidates should be received by the Secretary-Treasurer at least thirty (30) days prior to the Congress. The Secretary-Treasurer shall notify the members of the nominating committee and the Board of Trustees of all such candidacies. Candidates are also encouraged to make their qualifications known to the delegate groups prior to the Congress.

4. The Nominating Committee is required to consider those candidates who have met the above recommendations and who have completed and timely returned any preliminary questionnaire submitted by the nominating committee. The Nominating Committee has the prerogative to seek additional candidates if it desires.
5. Any delegate has the right to make a nomination for any office from the floor, without meeting the above recommendations. A “second” to such nomination, while not required, is permitted. (Robert’s, p. 410.)

6. Each candidate for office shall be invited to appear before the House of Delegates prior to the election at a time certain as established by the Speaker. Each candidate shall address the House for three minutes.

RESPONSIBILITIES

The Chair of the Nominating Committee should submit an appropriate preliminary questionnaire to each reported candidate, which reply should be received by the chair no later than fifteen (15) days prior to the Congress. Immediately upon receipt, the chair shall distribute all such responses to the committee.

At the Congress, the chair shall:

1. Ensure the committee conducts meetings and personal interviews enabling the committee to present a slate of nominees.

2. Preside over all committee meetings.

3. Appoint a member of the committee to serve as secretary.

4. Prepare and post the appointment schedule either electronically or in a conspicuous place on a bulletin board at the AOA Congress and on the door of the meeting room where the committee will hold its interviews.

5. Contact the members of the Board of Trustees and other delegates as deemed appropriate and invite them to express their views before the committee, if they so desire.

6. In the opening remarks to the committee, clearly state to the members that it is absolutely imperative that all comments and deliberations of the committee are to be kept in absolute confidence. Emphasis placed on the confidential nature of the meetings will remove any hesitancy to bring out information which could have important bearing on ultimate decisions. The chair should also encourage candid answers to the straightforward line of questioning of those being interviewed and assuring them that their answers will be kept in strict confidence by the committee. The confidentiality of the committee interviews and deliberations shall be continued even after the announcement of the slate and the conduct of the election. Each member of the Nominating Committee shall be required to sign a confidentiality agreement before he/she will be permitted to serve on the Nominating Committee.

7. The committee’s principal obligation is to select candidates based on personal qualifications, demonstrated achievements, potential for service to the profession without consideration of political, regional, personal or other influences.

8. Encourage the committee to obtain all appropriate information necessary to determine the qualifications of a candidate. If some question has arisen during the course of an interview,
it may be necessary to interview some candidates more than once. It is improper for the committee to discuss personalities or capabilities of candidates with any member of the staff. Staff members shall only assist in making meeting room arrangements and other non-partisan activities and shall not be involved in the decision-making process of the Nominating Committee in any way.

9. When the interviewing process has been completed, the committee should review the entire course of deliberation to determine if there has been any item which needs further attention. If not, the committee should enter into a voting process to determine the slate.

Prior to the start of the House, the chair shall deliver a copy of the slate to the Speaker and thereafter post a copy either electronically, or on the bulletin board and on the door of the meeting room. Obviously, no other person should be told of the committee’s recommendations until the slate is officially posted.

While such report must be presented “to the House of Delegates no later than 48 hours prior to the election,” as provided for in Article II, Section 7.B. of the Bylaws, the committee is encouraged to make such report as early as possible to the House.

10. The Nominating Committee recognizes the importance of disseminating information about each candidate for the AOA Board of Trustees to the AOA House of Delegates. It will be the responsibility of the Nominating Committee to provide the affiliates with as much information as possible regarding the candidate’s qualifications and experience in advance of the election. Therefore, following the Report of the Nominating Committee to the AOA House of Delegates, a copy of each candidate’s questionnaire and curriculum vitae will be distributed to each affiliate either electronically or via the delegate mailboxes.

11. Obtain from the committee members their written recommendations evaluating the effectiveness of the process, making recommendations deemed appropriate, which the chair should submit with the committee’s report to the Speaker and the Board of Trustees.

12. As a final action of the committee, elect a member as the chair of the Nominating Committee for the following year and a first and second alternate. (Article II, Section 7.A. of the Bylaws.)

MANDATORY CANDIDATE QUESTIONNAIRE QUESTIONS

In an effort to be consistent each year in gathering information from the candidates, the following questions must always be included on the Candidate Questionnaire:

1. Where is the candidate licensed and what work experience has the candidate had as an optometrist?
2. What experience has the candidate had as an AOA volunteer and for how long? List all positions held in the AOA.
3. What experience has the candidate had in service with an AOA affiliate and for how long? List all positions held in an AOA affiliate.
4. Has the candidate completed the required candidate’s disclosure statement and has the committee received a copy of that statement to review?
5. Each candidate will be required to submit curriculum vitae along with his/her questionnaire.

GENERAL SUGGESTIONS

As a guide to, and for the assistance of, the Nominating Committee, the following suggested categories of questions have been developed. These four categories are stated in general terms to cover the major areas of interest in considering candidates. While these categories are intended to be comprehensive, they are not all inclusive.

The Nominating Committee should feel free to add any additional questions to cover any other categories which may arise in interviewing a candidate.

The Nominating Committee may need to verify certain information by conducting interviews with individuals who know the candidate in order to satisfy the Nominating Committee that the candidate is indeed qualified for office.

QUESTIONS FOR CANDIDATES

1. Personal
   a. Why do you want to serve as an AOA officer or trustee?
   b. How much time have you given to organized optometry in each of the last two years?
   c. Will you have sufficient time to spend away from home and office to serve as an officer or trustee of the AOA?
   d. Do you have a personal network in place for your time commitment?
   e. Can you afford personally and professionally to serve on the AOA Board of Trustees?
   f. Discuss your optometric office, personnel and organization. Do your associates and employees support your involvement?
   g. Is your personal and professional life well disciplined?
   h. Do you consider yourself a procrastinator?
   i. How do you handle and respond to criticism?
   j. Do you aspire to eventually be the President of the AOA?
   k. Name the person you consider your best personal reference.
   l. Do you adapt well to travel and meeting new people?
2. **Organization, Experience and Attitudes**

   a. Do you consider yourself to be an idea-, detail-, follow-up person, an organizer, or an administrator, or all?
   
   b. Can you write effective letters?
   
   c. Do you feel your writing clearly expresses your ideas?
   
   d. Describe your speaking, training, and experience.
   
   e. Can you convey your ideas verbally?
   
   f. Do you fully believe in the democratic process in organizations?
   
   g. Have you been, or are you now, president of your affiliated association?
   
   h. Please give us a list of all other positions you have held in your association.
   
   i. Please give us a list of other organizations in which you have held elected or appointed positions.
   
   j. Have you served in any other “public service” offices? Please list.

3. **Professional Status**

   a. Please describe your practice experience.
   
   b. Can your office sustain an extra load of secretarial work?
   
   c. What publications, lectures, etc., do you have to your credit as a member of the profession?
   
   d. Give us a brief resume of your educational background. What post-graduate training have you participated in?

4. **Professional Views**

   a. What do you perceive to be the purposes and functions of AOA?
   
   b. In your opinion, state the two most important issues which confront optometry today. Explain.
   
   c. How do you feel you can best contribute to your profession through the AOA? Explain.
   
   d. Please give us some brief comments on your knowledge of the issues of the day affecting the profession of optometry.
NOMINATIONS

A candidate for election to office shall be permitted the opportunity to have one nominating speech, not to exceed three (3) minutes in length, and one seconder. The presentation of a slate of nominees by the Nominating Committee made in accordance with Article II, Section 7.B. of the Bylaws, shall not constitute a nominating speech for any candidate so presented.

VOTING

The Credentials Committee Chair shall call the roll on roll call votes. The other members of the Credentials Committee shall tally the votes on roll calls in the House of Delegates. Official results of a vote are announced by the Speaker.

Each affiliated association (except for the association of student members) is entitled to one (1) vote for each ten (10) paid-up members, excluding student, honorary, and associate members as certified to the AOA Secretary-Treasurer. Except for optometric educator members, members whose dues are less than their full active member dues are counted as one-half member. (Article II, Section 5.A. of the Bylaws.)

The delegation representing the student members shall be entitled to three (3) votes on any matter coming before the House. (Article II, Section 5.A. of the Bylaws.)

The total vote of each delegation may be cast by its delegate or delegates present when the vote is called.

The method of voting in the House of Delegates is determined by the Speaker of the House. The speaker may call for a voice vote or a roll call vote.

Except as otherwise required by statute, the Constitution and Bylaws or by Robert’s Rules of Order Newly Revised 12th Edition, no action can be taken by the House of Delegates except upon a majority of the vote cast, a quorum being present. (Article II, Sections 6.B. and C. of the Bylaws.)

Voice Vote: The Speaker of the House determines the result of the vote by the volume of voices. If a delegate feels the vote was reported incorrectly by the Speaker, the delegate may request a roll call vote.

Roll Call Vote: The roll call vote is utilized when the voice vote is inconclusive. The Speaker may order a roll call vote on any issue, or a roll call vote shall be directed upon the request from delegates of five affiliated associations. The Credentials Committee Chair will call the roll. Roll call votes are used in contested elections. Article II, Section 6.D. of the Bylaws provides that “Whenever a vote is to be taken by roll call, the order of such voting shall be on an alphabetical basis beginning from a randomly selected affiliated association in the manner determined by the House of Delegates.” Thus, before each roll call vote, the Credentials Committee Chair shall determine the order of the vote by randomly drawing by lot the name of the affiliated association that will be called first.
ELECTIONS

To be elected, a candidate must receive a majority of the votes cast for the office, a quorum being present.

As provided in Article III, Section 1.E. of the Bylaws, in any election where there is more than one office of trustee open for the same term, each delegation shall have the right and obligation to cast a total vote, consisting of the regular voting strength, multiplied by the number of offices of trustee open. However, no single candidate may receive a vote greater than the regular voting strength.

Pursuant to Article III, Section 1.D. of the Bylaws, the balloting in the House for terms having different lengths shall be conducted separately, beginning in the order of the longest duration of the term of office.

NOTE: Robert’s Rules of Order Newly Revised 12th Edition (at page 419) does not permit consideration of a motion to drop from the balloting the candidate(s) receiving the fewest number of votes.

Information on the Election Sequence is on pages 22-23.

CLARIFICATION OF TRUSTEE ELECTION PROCEDURE

Because Article III, Section 1.E. of the AOA Bylaws requires that balloting for the two trusteeships be conducted at the same time with the regular vote count doubled, where there are more than two candidates, the “majority” (in accordance with Article II, Section 6.B. and C. of the Bylaws) amount needed for election to a trusteeship position shall generally be a majority of the amount of votes available to any one candidate (the regular vote count as cast).

Where only one candidate receives a majority of the regular vote count cast in the election, that candidate shall be declared elected to a trusteeship position.

Where only two candidates receive a majority of the regular vote count cast in the election, those candidates shall be declared elected to two trusteeship positions.

Where three candidates each receive a majority of the regular vote count cast in the election—a mathematical possibility, but a result which cannot yield a valid election—then the candidate receiving the largest number of votes shall be declared elected to a trusteeship position, and the two other candidates who received a majority of the regular vote count cast in the election shall compete in a “runoff” election where the vote count shall revert to the regular amount.

AMENDMENTS TO THE CONSTITUTION AND BYLAWS

The Constitution and the Bylaws of the American Optometric Association may be amended by two-thirds (2/3) of the votes cast at any annual or special congress in accordance with the procedures set forth in Article VI of the Constitution and in Article IX of the Bylaws.
Proposed amendments may be submitted by affiliated associations to the Secretary-Treasurer not later than one hundred (100) days before the House convenes. Amendments are distributed to the affiliated associations at least ninety (90) days prior to consideration by the House. (Article VI of the Constitution; Article IX of the Bylaws.)

Information on Amending the Constitution and Bylaws is on page 24.

AGENDA

The agenda lists the specific items to be considered by the House. Its purpose is to provide a systematic plan so that items of business may be considered carefully and handled expeditiously. The agenda and the established order of business can be revised or suspended by the Speaker or by the House.

Items generally included on the agenda are as follows:

- Call to Order
- Reports of the Credentials Committee
- Organization of House of Delegates: Adoption of Agenda, Adoption of the Handbook for Delegates as a guide of procedural rules, Seating of the Executive Directors of the Affiliated Associations, Ratification of Actions of the Board of Trustees
- Report of the Nominating Committee
- Reports of the Resolutions Committee
- Report of the American Optometric Association President
- Report of the American Optometric Student Association President
- Report of the Executive Director
- Reports of the Secretary-Treasurer
- Consideration of Constitution and Bylaws Amendments
- Report on Congress Geographical Location Selection
- Recognition of Special Guests
- Calls for Substantive Motions (New Business)
- Presidential Inaugural Address
- Election of Officers and Trustees
Good and Welfare

Adjournment

Questions relating to the priority of business shall be decided by the Speaker with the consent of the House or upon action by a majority vote of the House.

TIME CERTAIN

Although all items on the agenda are important to the operation of the Association, some items are scheduled for a time certain.

“Time Certain” is a fixed time for a special item of business, report, or presentation. The Speaker may suspend any other business under discussion to observe a time certain.

OPEN FORUMS

One or more open forums may be conducted during the Annual Congress. The forums are scheduled for a time certain and usually follow the formal recessing of the House of Delegates. An open forum offers an opportunity for the members of the House, without the formality of parliamentary procedure, to discuss major issues that are before the profession. The President of the Association may preside or may appoint another member to preside. No substantive motions can be made during open forums.

SUBSTANTIVE MOTIONS (NEW BUSINESS)

A call shall be made for the introduction of substantive motions each day prior to the last day of the House session. In order to facilitate discussion and debate, written copies of any substantive motion should be provided to the Speaker before the substantive motion is introduced. No substantive motions can be made on the last day of the House session.

Information on Proposing Substantive Motions and the Process is on page 25.

LETTERS OF APPRECIATION

The House of Delegates may direct that Letters of Appreciation (formerly “Thank You” resolutions) be sent by the Secretary-Treasurer on non-controversial matters, such as to note important anniversaries, to acknowledge outstanding accomplishments and to express appreciation upon retirements. Any requests for such letters shall be submitted in writing to the Speaker to review for presentation to the House. If approved by the Speaker as being non-controversial, and as not expressing a policy of the Association, the Speaker will set a time for this request to be made during a Good and Welfare agenda item. After due presentation of information and the request (no motion is necessary), the Speaker, without calling for a vote, declares the referral to the Secretary/Treasurer: “So ordered.”
GOOD AND WELFARE

Good and Welfare comes just before recess or adjournment and provides an opportunity for delegates to make comments or announcements, but no substantive motions can be made.

DISTRIBUTION OF MATERIALS

No printed matter such as pamphlets, charts, notes, etc., shall be distributed to the delegates in the House chamber unless permission has been first obtained from the Speaker of the House.

All campaign literature and other promotional materials should be placed in the delegates’ boxes which are located outside the House entrance.

AOA POLICY

Any delegate wishing to review existing policy on any subject should contact AOA staff for assistance.

ANNOUNCEMENTS AND INFORMATION

Announcements and information, such as additional names of deceased members for inclusion in the Minutes, should be given, in writing, to the Speaker or to the staff at the staff table in the House of Delegates or in the House office when the House is not in session.

ASSISTANT TO THE SPEAKER

An AOA staff member is assigned by the Executive Director to assist the Speaker in developing the agenda and maintaining the schedule to help assure an efficient reporting and decision-making process in the House of Delegates.

PARLIAMENTARIAN

In advance of, and during the sessions of the House, the Parliamentarian serves as an aide to the Speaker of the House as a source of information on parliamentary matters. The Parliamentarian is also available to provide assistance to individual delegates regarding parliamentary procedure.

PARLIAMENTARY PROCEDURE INFORMATION SHEET

<table>
<thead>
<tr>
<th>PRIVILEGED Motion</th>
<th>May Interrupt</th>
<th>Must Be Seconded</th>
<th>Is Debatable</th>
<th>Is Amendable</th>
<th>Vote Required</th>
<th>Can Be Reconsidered</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fix the Time to Which to Adjourn</td>
<td>No</td>
<td>Yes</td>
<td>(1)</td>
<td>Yes</td>
<td>M</td>
<td>Yes</td>
</tr>
<tr>
<td>Adjourn</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>(2)</td>
<td>M</td>
<td>No</td>
</tr>
<tr>
<td>Recess</td>
<td>No</td>
<td>Yes</td>
<td>(3)</td>
<td>Yes</td>
<td>M</td>
<td>No</td>
</tr>
<tr>
<td>Raise a Question of Privilege</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>Chair Rules</td>
<td>No</td>
</tr>
<tr>
<td>Call for the Orders of the Day</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>2/3 to set aside</td>
<td>(4)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SUBSIDIARY Motion</th>
<th>May Interrupt</th>
<th>Must Be Seconded</th>
<th>Is Debatable</th>
<th>Is Amendable</th>
<th>Vote Required</th>
<th>Can Be Reconsidered</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lay on the Table</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>M</td>
<td>(5)</td>
</tr>
<tr>
<td>Previous Question (Stop Debate)</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>2/3</td>
<td>(6)</td>
</tr>
<tr>
<td>Limit or Extend Limits of Debate</td>
<td>No</td>
<td>Yes</td>
<td>(7)</td>
<td>Yes</td>
<td>2/3</td>
<td>(8)</td>
</tr>
<tr>
<td>Postpone to a Certain Time</td>
<td>No</td>
<td>Yes</td>
<td>(9)</td>
<td>Yes</td>
<td>M</td>
<td>Yes</td>
</tr>
<tr>
<td>Refer or Commit</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>M</td>
<td>(10)</td>
</tr>
<tr>
<td>Amend</td>
<td>No</td>
<td>Yes</td>
<td>(11)</td>
<td>(12)</td>
<td>M</td>
<td>Yes</td>
</tr>
<tr>
<td>Postpone Indefinitely</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
<td>M</td>
<td>(13)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>MAIN Motion</th>
<th>May Interrupt</th>
<th>Must Be Seconded</th>
<th>Is Debatable</th>
<th>Is Amendable</th>
<th>Vote Required</th>
<th>Can Be Reconsidered</th>
</tr>
</thead>
<tbody>
<tr>
<td>Objection to Consideration of Question</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>2/3 against consideration</td>
<td>(4)</td>
</tr>
<tr>
<td>Point of Order</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>Chair Rules</td>
<td>No</td>
</tr>
<tr>
<td>Suspend the Rules</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>M</td>
<td>No</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>INCIDENTAL Motion</th>
<th>May Interrupt</th>
<th>Must Be Seconded</th>
<th>Is Debatable</th>
<th>Is Amendable</th>
<th>Vote Required</th>
<th>Can Be Reconsidered</th>
</tr>
</thead>
<tbody>
<tr>
<td>Take from the Table</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
<td>M</td>
<td>No</td>
</tr>
<tr>
<td>Reconsider (14)</td>
<td>(15)</td>
<td>Yes</td>
<td>(11)</td>
<td>(12)</td>
<td>M</td>
<td>No</td>
</tr>
</tbody>
</table>

**Notes:**

- M: Majority
- (1) No if business pending
- Yes if no business pending
- (2) No ordinary
- Yes to a future time
- (3) No if business pending
- Yes if no business pending
- (4) only negative vote sustaining objection
- (5) only negative vote
- (6) if before action
- (7) No if pending
- Yes general
- (8) only on unexecuted part
- (9) only on time
- (10) if committee hasn’t started consideration
- (11) if motion is
- (12) maximum of 2
- (13) only affirmative vote
- (14) only on same day or following day
- (15) if no one is speaking

---
Thomas E. Eichhorst, J.D.
February 2012
AMERICAN OPTOMETRIC ASSOCIATION
HOUSE OF DELEGATES
ELECTION SEQUENCE

1. Election of President-Elect

   A. Nominating Speech for the person(s) nominated by the Nominating Committee
   B. Second
   C. Speaker calls 3 times for other nominations from the floor (For each candidate nominated from the floor, there will be a Nominating Speech and a Second)

      If more than one candidate: **OR:** If only one candidate:
      Random drawing of first delegation to be called in roll call.
      ROLL CALL ELECTION
      Majority required to elect
      SPEAKER DECLARES ELECTED BY ACCLAMATION

2. Election of Vice-President

   A. Nominating Speech for the person(s) nominated by the Nominating Committee
   B. Second
   C. Speaker calls 3 times for other nominations from the floor (For each candidate nominated from the floor, there will be a Nominating Speech and a Second)

      If more than one candidate: **OR:** If only one candidate:
      Random drawing of first delegation to be called in roll call.
      ROLL CALL ELECTION
      Majority required to elect
      SPEAKER DECLARES ELECTED BY ACCLAMATION

3. Election of Secretary-Treasurer

   A. Nominating Speech for the person(s) nominated by the Nominating Committee
   B. Second
   C. Speaker calls 3 times for other nominations from the floor (For each candidate nominated from the floor, there will be a Nominating Speech and a Second)

      If more than one candidate: **OR:** If only one candidate:
      Random drawing of first delegation to be called in roll call.
      ROLL CALL ELECTION
      Majority required to elect
      SPEAKER DECLARES ELECTED BY ACCLAMATION

4. Election of 2 Trustees, 3-Year Terms Each

   A. Nominating Speech for a person nominated by the Nominating Committee
   B. Second
   C. Nominating Speech for person(s) nominated by the Nominating Committee
D. Second(s)
E. Speaker calls 3 times for other nominations from the floor. (For each candidate nominated from the floor, there will be a Nominating Speech and a Second)

F1. If more than two candidates:
   Random drawing of first delegation to be called in roll call.
   ROLL CALL ELECTION.
   Regular votes doubled (example: entitled to 16 votes, becomes 32 votes for this specific election). Maximum vote for any candidate will be regular votes (example: 16).
   Must vote all (example: 32) of the doubled votes allocated among the various candidates.

   Majority of regular vote required to elect.

   OR:

F2. If only two candidates:
   SPEAKER DECLARES ELECTED BY ACCLAMATION

- CONTINUE ROLL CALLS UNTIL 2 CANDIDATES RECEIVE MAJORITY OF REGULAR VOTE AND ARE ELECTED
- WHEN 1 CANDIDATE RECEIVES A MAJORITY AND IS ELECTED, THE NUMBER OF VOTES RETURNS TO REGULAR AMOUNT
- ROLL CALLS CONTINUE UNTIL A SECOND CANDIDATE RECEIVES A MAJORITY AND IS ELECTED
- CANDIDATES CAN WITHDRAW AT ANY TIME, BUT CANNOT BE FORCED TO WITHDRAW, NOT EVEN IF THEY RECEIVE ZERO VOTES.

5. Election of Trustee for Unexpired Term (Two-year Term and/or One-year Term, in that order)

A. Nominating Speech for person(s) nominated by the Nominating Committee
B. Second
C. Speaker calls 3 times for other nominations from the floor (For each candidate nominated from the floor, there will be a Nominating Speech and a Second)

If more than one candidate:  
   Random drawing of first delegation to be called in roll call.
   ROLL CALL ELECTION
   Majority required to elect

OR:

If only one candidate:
   SPEAKER DECLARES ELECTED BY ACCLAMATION
QUICK REFERENCE GUIDE TO AMENDING AOA CONSTITUTION AND BYLAWS, AND PROPOSING HOUSE OF DELEGATES RESOLUTIONS AND SUBSTANTIVE MOTIONS

AOA Constitution and Bylaws Amendments

Who Can Propose: 1) Any AOA Affiliate  
2) AOA Board of Trustees

When Must Constitution and Bylaws Proposal Be Made: Not less than 100 days before the day the AOA Congress commences, the proposal from an AOA Affiliate must be submitted in writing to the AOA Secretary-Treasurer.

How Are AOA House of Delegates Members and Others Notified: Not less than 90 days before the day the AOA Congress commences, a written notice of all proposed Constitution and Bylaws changes is sent out to all affiliate Presidents and Secretaries. House of Delegates members receive copies of the proposals in their Congress materials.

Does Constitution or Bylaws Proposal Require AOA Board of Trustees Approval: No.

Does Constitution or Bylaws Proposal Go to Resolutions Committee of the House of Delegates: No.


Can Constitution or Bylaws Proposal Be Amended by the House of Delegates: Yes, but only if the amendment is germane to the original proposal. For example, a proposal to amend the dues could not be amended to alter the nominating process for officers because the latter topic has nothing to do with the original proposal nor can the amount of the increase be raised to larger than that indicated in the 90-day notice. The 90-day notice requirement cannot be evaded by floor amendments that are not germane or go beyond what was sent out.

Resolutions to the AOA House of Delegates

Who Can Propose: 1) Any AOA Affiliate  
2) AOA Board of Trustees  
3) Any AOA Section  
4) AOA House of Delegates

When Must Resolution Be Made: 1) AOA Affiliate must do so at least 15 days prior to the first day of the AOA Congress  
2) AOA Board of Trustees may do so at any time  
3) AOA Section must do so at least 15 days prior to the first day of the AOA Congress  
4) AOA House of Delegates may do so at any time (2/3 vote required)

How Are AOA House of Delegates Members and Others Notified: Resolutions from AOA Affiliates and AOA Sections must be submitted in writing to the AOA Secretary-Treasurer at least 15 days before the first day of the AOA Congress. They are then referred automatically to the Resolutions Committee of the House of Delegates. The Resolutions Committee determines which resolutions are then sent to the floor of the House of Delegates. Copies of resolutions going to the floor of the House of Delegates must be provided to delegates at least 4 hours before they are to be considered by the House.
Does Resolution Require AOA Board of Trustees Approval: No.

Does Resolution Go To Resolutions Committee of the House of Delegates: Yes. The Resolutions Committee can approve, modify, or reject the resolution by holding it in the Resolutions Committee. The House of Delegates, by a 2/3 vote, can consider a resolution that the Resolutions Committee has held in committee.


Can Resolution Be Amended by the House of Delegates: Yes, but only if the amendment is germane to the original proposal. For example, a resolution to adopt a policy on glaucoma treatment could not be amended to alter the policy on horizontal gaze nystagmus because the latter topic has nothing to do with the original resolution. In other words, you cannot evade the Resolutions Committee process by floor amendments that are not germane.

Review by the Judicial Council: Resolutions are subject to review by the Judicial Council before becoming effective. A four-fifths (4/5) vote of the Judicial Council is required to return a resolution to next year’s House for reconsideration.

Substantive Motions to the House of Delegates

Who Can Propose: Any delegate to the AOA House of Delegates.

When Must Substantive Motion Be Made: During the meeting of the AOA House of Delegates, but not after the last call for substantive motions from the Speaker of the House. No substantive motions can be made on the last day of the House of Delegates.

How Are AOA House of Delegates Members and Others Notified: Although there is no advance notice requirement, prior notice to the Speaker is helpful to facilitate discussion and debate. Substantive motions occur on the floor of the House of Delegates.

Does Substantive Motion Require AOA Board of Trustees Approval: No.

Does Substantive Motion Go to Resolutions Committee of the House of Delegates: No.


Can Substantive Motion Be Amended by the House of Delegates: Yes, but only if the amendment is germane to the original motion. For example, a substantive motion to fund a program could not be amended to create a committee to study an entirely unrelated topic because the latter topic has nothing to do with the original motion. In other words, you cannot evade normal parliamentary procedure by floor amendments that are not germane. You could, of course, just make a separate, new substantive motion. Substantive motions can be made on any subject that does not require a Constitution or Bylaws amendment but are usually not made for major policy determinations because they do evade the Resolutions Committee deliberative process. For that reason, substantive motions that are major policy issues are often referred to a Resolutions Committee for study, often at the recommendation of the Speaker of the House.

Review by the Judicial Council: Substantive Motions are subject to review by the Judicial Council before becoming effective. A four-fifths (4/5) vote of the Judicial Council is required to return a substantive motion to next year’s House for reconsideration.
SUMMARY OF ACTIONS
SUMMARY OF ACTIONS
BOARD OF TRUSTEES
AMERICAN OPTOMETRIC ASSOCIATION
AUGUST 21-22, 2020
VIRTUAL MEETING

• Approved June 4, 2020 Board meeting minutes.
• Approved June 19-20, 2020 Board Pre-Election meeting minutes.
• Approved June 27, 2020 Board Post-Election meeting minutes.

SUMMARY OF ACTIONS
BOARD OF TRUSTEES
AMERICAN OPTOMETRIC ASSOCIATION
AUGUST 27, 2020
VIRTUAL MEETING

• Approved exploring possibility of project to drive search term traffic to online resources about the importance of comprehensive eye examinations, with connections to local doctors of optometry.

SUMMARY OF ACTIONS
BOARD OF TRUSTEES
AMERICAN OPTOMETRIC ASSOCIATION
OCTOBER 5, 2020
VIRTUAL MEETING

• No official actions except for routine Board matters.

SUMMARY OF ACTIONS
BOARD OF TRUSTEES
AMERICAN OPTOMETRIC ASSOCIATION
OCTOBER 16-17, 2020
VIRTUAL MEETING

• Approved October 5, 2020 Board meeting minutes.
• Approved August 21-22, 2020 Board meeting minutes.
• Approved August 27, 2020 Board meeting minutes.
• Approved accepting AOA Registry Committee’s recommendation to reduce spending on AOA MORE registry by suspending collection of new data while supporting 2020 MIPS submission (cost for this option estimated to be $80,750 in 2021).
• Approved that AOA Telemedicine in Optometry statement is accepted as presented.
• Approved that Board of Trustees Out of Office reimbursement amount is increased by $20 per day—in line with statistics from the Bureau of Labor Statistics—effective January 2021.
• Approved 2021 budget’s approval as presented.
• Approved that AOA allow its logo to be included on the Johnson & Johnson Myopia Guide.

SUMMARY OF ACTIONS
BOARD OF TRUSTEES
AMERICAN OPTOMETRIC ASSOCIATION
NOVEMBER 9, 2020
VIRTUAL MEETING

• Approved that AOA commits to the $2 million public awareness platform for 2021 as presented by Edelman.

SUMMARY OF ACTIONS
BOARD OF TRUSTEES
AMERICAN OPTOMETRIC ASSOCIATION
DECEMBER 9, 2020
VIRTUAL MEETING

• Approved pre-optometry student grant concept—to be developed in cooperation with AOSA, with funding of $10K per year for five years.
• Approved that AOA, acting as sole stockholder in AOAExcel, Inc., adds one additional director position for a total of six directors, and appoints Samuel Pierce, O.D., to the position effective immediately to hold office until his successor is appointed and qualified, unless sooner displaced. President William T. Reynolds, O.D., and Secretary-Treasurer Ronald L. Benner, O.D., are directed to execute a written consent evidencing this action on behalf of AOA as stockholder and deliver consent to AOAExcel, Inc.
• Approved Rider No. 6 to AOA Group Life and Accidental Death and Dismemberment Insurance Policy (Policy No. G-29336-0) and Rider No. 9 to AOA Group Long Term Disability Insurance Policy (Policy No. G-29336-1) for AOA group insurance plans regarding member eligibility requirements for insurance.
SUMMARY OF ACTIONS
BOARD OF TRUSTEES
AMERICAN OPTOMETRIC ASSOCIATION
January 14-16, 2021
VIRTUAL MEETING

• Approved October 16-17, 2020 Board meeting minutes.
• Approved November 9, 2020 Board meeting minutes.
• Approved December 9, 2020 Board meeting minutes.
• Approved President Reynolds’ appointment of Hilary Hawthorne, O.D., and Doug Totten, O.D., to AOA Judicial Council starting with the 2020-21 administrative year (three-year terms).
• Approved changes to AOA operating reserves policy.
• Approved forgiveness of loan to the Massachusetts Society of Optometrists and extended congratulations on the successful enactment of scope expansion legislation.
• Approved listing of AOA Alexandria office building for potential sale or lease.

SUMMARY OF ACTIONS
BOARD OF TRUSTEES
AMERICAN OPTOMETRIC ASSOCIATION
February 23, 2021
VIRTUAL MEETING

• Approved January 14-16, 2021 Board meeting minutes.
• Approved CPC moving to recommend Tyler Rascher, CPOA, and Katherine Ramsey, CPOT, each for three-year terms beginning July 1, 2021 to fill a current and upcoming member vacancy on Commission on Paraoptometric Certification.
• Approved CPC Certification Commission Policy Manual.
• Approved AOA member life insurance program initiatives as presented.

SUMMARY OF ACTIONS
BOARD OF TRUSTEES
AMERICAN OPTOMETRIC ASSOCIATION
March 16, 2021
VIRTUAL MEETING

• Approved ratifying force majeure termination of Anaheim Convention Center and hotel contracts in regard to Optometry’s Meeting® 2021 planning, due to closure of center and uncertain timeline for reopening.
• Approved Denver, Colorado, as alternate site for Optometry’s Meeting 2021 during originally scheduled dates and to include Leaders Summit as part of meeting.

SUMMARY OF ACTIONS
BOARD OF TRUSTEES
AMERICAN OPTOMETRIC ASSOCIATION
APRIL 12, 2021
VIRTUAL MEETING

• Approved that James DeVleming, O.D., is appointed to serve on the Optometry Cares®—The AOA Foundation Board of Directors, effective April 15, 2021.
• Approved that Steven Reed, O.D., is appointed to serve on the Optometry Cares – The AOA Foundation Board of Directors, effective April 15, 2021.
• Approved February 23, 2021 Board meeting minutes.
• Approved March 16, 2021 Board meeting minutes.
CONSTITUTION AND BYLAWS
As revised June 2019, Effective January 1, 2020

OUTLINE
(Note: This Outline is for informational purposes only and is not a part of the Constitution and Bylaws.)

CONSTITUTION

ARTICLE I — NAME

ARTICLE II — OBJECTS

ARTICLE III — ORGANIZATION
Section 1. Affiliated Associations
Section 2. Membership
Section 3. Sections

ARTICLE IV — GOVERNMENT
Section 1. House of Delegates
Section 2. Board of Trustees
Section 3. Officers

ARTICLE V — CONGRESS

ARTICLE VI — AMENDMENTS

BYLAWS

ARTICLE I — MEMBERSHIP
Section 1. Classification and Qualifications
  A. Affiliate Membership Qualifications
  B. Membership Rights
  C. Affiliate Membership Classifications
    1. Active Members
    2. Partial Practice Members
    3. Federal Service Members
    4. Optometric Educator Members
    5. Distinguished Members
    6. Student Members
    7. Post-Graduate Members
    8. Retired Members
    9. Life Members
   10. Honorary Members
  D. Associate Membership Classifications and Qualifications
    1. International Members
    2. Paraoptometric Members
    3. Public Members
  E. Provisional Membership Classification and Qualifications
Section 2. Dues
  A. Adjustments in Dues
  B. Payment of Dues
  C. Affiliate Member Dues
    1. Active Members
    2. Partial Practice Members
    3. Federal Service Members
    4. Optometric Educator Members
    5. Distinguished Members
    6. Student Members
    7. Post-Graduate Members
    8. Retired Members
    9. Life Members
   10. Honorary Members
  D. Associate Member Dues
    1. International Members
    2. Paraoptometric Members
    3. Public Members
  E. Provisional Member Dues
  F. Ascending Dues
  G. Waived or Reduced Rates
  H. Proration and Miscellaneous Requirements
Section 3. Termination of or Changes in Membership
  A. Expulsion of Members by Affiliates
  B. Expulsion of Members for Cause
  C. Changes in Membership Classification

ARTICLE II — HOUSE OF DELEGATES
Section 1. Composition
Section 2. Congresses
  A. Annual
  B. Special
Section 3. Delegates
  A. Representing Affiliated Associations
  B. Representing Student Members
  C. Representing Sections
  D. Special Congresses
Section 4. Credentials Committee
Section 5. Voting and Debates
  A. Voting
  B. Debates
  C. Alternate Delegates
  D. Distinguished Members and Members of Board of Trustees
  E. Other Members
Section 6. Quorum and Procedures
  A. Quorum
  B. Majority Votes Required Generally
  C. Robert’s Rules of Order
  D. Random Roll Call Voting
Section 7. Nominating Committee
  A. Composition
  B. Nominations
Section 8. Resolutions Committee
  A. Composition
  B. Considerations of Resolutions
  C. Resolutions, Manner of Proposal
  D. Reports on Resolutions
Section 9. Powers
  A. Enact, Amend, or Repeal Constitution and Bylaws
  B. Grant, Amend, or Revoke Affiliate Status
  C. Create Special Committees
  D. Supreme Policy-Making Body
Section 10. Duties
  A. Elect Officers and Trustees
  B. Approve Budget
  C. Approve Location of Annual Congress
  D. Receive and Act Upon Reports
Section 11. Definitions
  A. Last Quarter
  B. Credentialing Deadline
  C. Business Day

ARTICLE III — BOARD OF TRUSTEES
Section 1. Election, Term of Office and Vacancies
  A. Composition
  B. Terms of Trustees
  C. Vacancy, How Filled
  D. Separate Balloting for Different Terms
  E. Balloting, Trustee and AUX
  F. Balloting, Unexpired Terms
Section 2. Meetings and Quorum
  A. Meetings
  B. Quorum
C. Majority Votes Required Generally

Section 3. Powers and Duties
A. Responsibility Within Policy and Budget
B. Organizational Structure
C. Annual Audit
D. Make and Establish Policies

ARTICLE IV — OFFICERS
Section 1. Election, Term of Office and Vacancies
A. Listing
B. Manner of Selection
C. Term of Office
D. Vacancy, How Filled
Section 2. Duties
A. President
B. Immediate Past President, President-Elect, Vice President
C. Secretary-Treasurer

ARTICLE V — COUNCILS
Section 1. Accreditation Council on Optometric Education
A. Composition
B. Appointment of ARBO and Educator Members
C. Term of Office
D. Vacancy, How Filled
E. Duties
Section 2. Judicial Council
A. Composition
B. Vacancy, How Filled
C. Review of Resolutions
D. Referral of Resolutions
E. House of Delegates Reconsideration
F. Advisory Opinions
G. Five Year Review of Resolutions and Substantive Motions
Section 3. Council on Research
A. Composition
B. Appointment of Members
C. Vacancy, How Filled
D. Duties

ARTICLE VI — SECTIONS

ARTICLE VII — EXECUTIVE DIRECTOR

ARTICLE VIII — MISCELLANEOUS

ADMINISTRATIVE PROVISIONS
Section 1. Reimbursement for Expenses
Section 2. Procedures for Contracts
Section 3. Removal of Officer or Trustee
Section 4. Indemnification of Officers and Trustees
Section 5. Method of Notice

ARTICLE IX — AMENDMENTS
CONSTITUTION OF THE
AMERICAN OPTOMETRIC ASSOCIATION

ARTICLE I
NAME
The name of this organization, established as a not for profit corporation under the laws of the State of Ohio, is the American Optometric Association.

ARTICLE II
OBJECTS
The objects of the Association are to improve the vision care and health of the public and to promote the art and science of the profession of optometry.

ARTICLE III
ORGANIZATION

Section 1. Affiliated Associations
Affiliated associations shall be those optometric associations of states, the District of Columbia, commonwealths, territories or possessions of the United States, and such other optometric organizations as may be designated by the House of Delegates as an affiliated association, which are, or may hereafter be, recognized by this Association as constituents of and affiliated with the American Optometric Association. Application to the House of Delegates for designation as an affiliate of this Association shall be filed in the form of a resolution with the secretary-treasurer, in compliance with all requirements of Section 8 of Article II of the bylaws, and shall require a majority vote of the House of Delegates for approval.

Section 2. Membership
The membership of this Association shall consist of optometrists and other persons whose classifications, qualifications, privileges and obligations shall be as established in the bylaws of this Association.

Section 3. Sections
Members can unite in the formation of a special section upon petition to the House of Delegates in compliance with Article VI of the bylaws of this Association. The governing of each section shall be determined according to rules and regulations established in the bylaws of this Association.

ARTICLE IV
GOVERNMENT

Section 1. House of Delegates
The legislative and policy-making body of this Association shall be the House of Delegates, which shall be established and function as provided in the bylaws.

Section 2. Board of Trustees
The administrative body of this Association shall be the Board of Trustees, which shall implement the policies established by the House of Delegates and perform such duties as are prescribed in the bylaws.

Section 3. Officers
The officers of this Association shall be a president, president-elect, vice-president, secretary-treasurer, and an immediate past-president. Their qualifications, duties and terms of office shall be as provided in the bylaws.

ARTICLE V
CONGRESS
A meeting of the House of Delegates shall be called a “congress”. The House of Delegates shall meet at an annual congress and may meet at such other times as provided in the bylaws.

ARTICLE VI
AMENDMENTS
This constitution may be amended by the House of Delegates by two-thirds (2/3) of the votes cast at any congress, provided that the proposed amendment had previously been recommended by a convention or the governing board of an affiliated association, or by the Board of Trustees of this Association, and that one (1) copy of the proposed amendment had been received by the secretary-treasurer of this Association not less than one hundred (100) days before the commencement of the congress which is to consider and act on the proposed amendment. Not less than ninety (90) days before said congress, the secretary-treasurer of this Association shall deliver to the president, secretary, and official office of each affiliated association a copy of the proposed amendment with a notice stating that the proposed amendment will be submitted for consideration at the said congress. At the discretion of the secretary-treasurer of this Association, delivery of the proposed amendments under this Article may be made by any written means, whether physical, electronic, digital, or otherwise provided that such means provides the secretary-treasurer with documentation of verifiable receipt of such notice, which shall be maintained with the Association's records. Unless specifically stated to the contrary, all amendments to the constitution adopted by the House of Delegates shall become effective on January 1 of the calendar year which immediately follows the House of Delegates which approved such amendment.
BYLAWS OF THE
AMERICAN OPTOMETRIC ASSOCIATION

ARTICLE I
MEMBERSHIP

Section 1. Classification and Qualifications

No person who is a member of the American Optometric Association as of June 25, 2005, or who joins an affiliate of the American Optometric Association on or after June 25, 2005, shall be allowed to be a member of the affiliate but not the American Optometric Association. Members of the American Optometric Association shall be classified as follows:

A. Affiliate Membership Qualifications. No person who is a member of the American Optometric Association (the "Association") as of June 25, 2005, or who joins an affiliate of the Association on or after June 25, 2005, shall be allowed to be a member of the affiliate but not the Association. Additionally, except as expressly provided otherwise in these Bylaws, all Affiliate Members of the Association must:

1. Be an "optometrist," which shall mean an individual who has earned a Doctor of Optometry degree from a school or college that has been accredited or pre-accredited by the Accreditation Council on Optometric Education or by an accrediting body that the Board of Trustees, in its sole discretion, determines to be equivalent;

2. Be a member in good standing of one of the following:
   (a) the affiliated association where the member resides;
   (b) the affiliated association where the member has his or her principal place of optometric-related employment;
   (c) the affiliated association of the state where the school or college of optometry is located, provided that the Affiliate Member qualifies as an Optometric Educator Member at that school or college;
   (d) the Armed Forces Optometric Society ("AFOS"), provided that the Affiliate Member is (i) on active duty or retired from service in the armed services of the United States, the Commissioned Corps of the United States Public Health Service; or (ii) a full-time, part-time, or retired employee of the U.S. Department of Veterans Affairs or other federal governmental entity;
   (e) the American Optometric Student Association provided that the Affiliate Member qualifies as a Student Member; or
   (f) the American Optometric Student Association or any affiliated association provided that the Affiliate Member qualifies as a Post-Graduate Member; and

3. Pay all dues required for the Affiliate Member pursuant to these bylaws so that such dues are timely received by this Association.

B. Membership Rights. All members shall have full membership rights as set forth in these Bylaws, except that Retired Members electing not to pay dues, Honorary Members, Associate Members, and Provisional Members shall not be eligible to be elected or appointed as officers, trustees, or delegates of this Association.

C. Affiliate Membership Classifications. Members of the American Optometric Association shall be classified as follows:

1. Active Members. An optometrist meeting the qualifications set forth in Article I, Section 1, Paragraph A shall be eligible for classification as an Active Member of this Association.

2. Partial Practice Members. An optometrist meeting the qualifications set forth in Article I, Section 1, Paragraph A who works sixteen hours or less per week in compensated, optometrically related activities shall be eligible for classification as a Partial Practice Member of this Association. A Partial Practice Member may affiliate through AFOS provided that the member meets the requirements under Article I, Section 1, Paragraph A.2(d).

3. Federal Services Members. An optometrist meeting the qualifications set forth in Article I, Section 1, Paragraph A.2(d) shall be eligible for classification as a Federal Services Member of this Association.

4. Optometric Educator Members. An optometrist meeting the qualifications set forth in Article I, Section 1, Paragraph A who is a full-time educator primarily engaged in school related activities such as teaching, research and administration at a school or college in the United States, accredited or pre-accredited by the Accreditation Council on Optometric Education, and who is directly compensated by such school or college shall be eligible for classification as an Optometric Educator Member of this Association.

Such optometric educator members are permitted to engage in the practice of optometry for no more than 16 (sixteen) hours per week.

5. Distinguished Members. An optometrist meeting the qualifications set forth in Article I, Section 1, Paragraph A shall automatically be classified as a Distinguished Member on January 1 the year following completion of a term of office of president of this Association.

6. Student Members. A student of optometry in a program at a school or college accredited or pre-accredited by the Accreditation Council on Optometric Education who is (a) a member in good standing of the affiliated association for such students and (b) of another affiliated association (provided; however, the requirement in (b) shall not apply to students attending a program outside of the fifty United States and the District of Columbia) shall be eligible for classification as a Student Member of this Association.

Student Members shall meet all the qualifications set forth in Article I, Section 1.A, except that a Student Member is not required to be an "optometrist" as defined in Article I, Section 1, Paragraph A.1. Membership classification as a Student Member shall immediately cease and convert to the appropriate Affiliate Membership Classification (Active Member, Federal Services Member, Optometric Educator Member or Post-Graduate Member) when an individual receives the degree of Doctor of Optometry. This automatic change in member classification shall not be counted for purposes of applying Article I, Section 3, Paragraph C, which limits changes in member classification to one per year.

7. Post-Graduate Members. An optometrist meeting the qualifications set forth in Article I, Section 1, Paragraph A who is a resident or intern in a program accredited or pre-accredited by the Accreditation Council on Optometric Education or by an accrediting body that the Board of Trustees, in its sole discretion, determines to be equivalent and/or full-time enrolled in a graduate program shall be eligible for classification as a Post-Graduate Member of this Association. Membership classification as a Post-Graduate Member may continue until the end of the calendar year in which an eligible Post-Graduate Member has completed the qualifying program.

8. Retired Members. An optometrist meeting the qualifications set forth in Article I, Section 1, Paragraph A who is at least 55 years old on January 1 of any membership year and who no longer receives compensation for optometrically related activities shall be eligible for classification as a Retired Member of this Association. An optometrist meeting the qualifications set forth in Article I, Section 1, Paragraph A.2(d) shall be eligible for classification as a Retired Member. A Retired Member may affiliate through AFOS provided that the member meets the requirements under Article I, Section 1, Paragraph A.2(d).
Individuals eligible for classification as a Retired Member have the option to pay dues as set forth in Article I, Section 2, Paragraph C.8. Retired Members electing to pay dues (known as Retired Members with Membership Benefits) will receive membership benefits and will be entitled to membership rights as set forth in these Bylaws. Notwithstanding any provision to the contrary, Retired Members electing not to pay annual dues (known as Retired Members without Membership Benefits) will be members of this Association in name only, ineligible for membership benefits and rights, and will not be counted among the members used to determine delegates for affiliated associations under Article III, Section 3, Paragraph A.

9. Life Members. An optometrist meeting the qualifications set forth in Article I, Section 1, Paragraph A who has been a member of this Association for 45 years shall be eligible to continue membership as a Life Member of this Association in accordance with rules and regulations adopted by the Board of Trustees. In addition, when an affiliate designates an affiliate member as a Life member of the affiliate, and the member is also a member of this Association, then this Association may also designate that member as a Life Member of this Association. Classification as a Life Member shall become effective upon approval by the Secretary-Treasurer or his or her designee. A Life Member may affiliate through AFOS provided that the member meets the requirements under Article I, Section 1, Paragraph A.2(d). Notwithstanding the requirements set forth in this Paragraph, any member of this Association who is classified as a Life Member as of September 30, 2012, shall retain Life Member status.

Members who provide medical certification of terminal or other serious debilitating illness may request that years of membership requirements be waived for life membership. All such requests for waiver must be made and approved through the member’s affiliate and approved by the Board of Trustees or the Secretary-Treasurer as the Board’s designee.

10. Honorary Members. An individual who has rendered outstanding service to the profession of optometry may be eligible for membership in this Association as an Honorary Member. Honorary Members shall be excused from the requirements that they be an “optometrist” as defined by Article I, Section 1, Paragraph A.1.

Written nomination for membership as an Honorary Member shall be made by an affiliated association to the Board of Trustees, which shall submit the nomination to the House of Delegates with a recommendation for approval or disapproval. Membership under this subparagraph shall become effective upon approval by the House of Delegates.

D. Associate Membership Classifications and Qualifications. Individuals meeting the qualifications of this Paragraph may apply directly to this Association for membership as an Associate Member. Such membership shall become effective upon approval by the Board of Trustees, the Secretary-Treasurer or his or her designee, and may continue as long as the individual continues to satisfy the qualifications of subparagraphs 1, 2 and 3 of this section below. Membership is dependent upon the Associate Member paying all dues required for the Associate Member pursuant to these bylaws so that such dues are timely received by this Association. The following individuals shall be eligible for membership in this Association in one of the following classifications of Associate Members:

1. International Members. An optometrist as defined by the World Council of Optometry who resides in a foreign country or in a commonwealth, territory or possession of the United States where there is no affiliated association shall be eligible for membership as an International Member of this Association.

2. Paraoptometric Members. A paraoptometric who is and continues to be sponsored by an optometrist who is a member of this Association shall be a Paraoptometric Member of this Association.

3. Public Members. An individual who is not an optometrist but has a substantial interest in the profession of optometry and contributes to the advancement of the interests of this Association – as determined in the sole judgement of the President and Secretary-Treasurer – may be eligible for membership as a Public Member of this Association. The affiliated association in the state of the applicant’s principal place of business or residence shall be given 30 days notice to object to any application prior to the granting of Public Member status by this Association.

4. Research Scientist Members. An individual who is not an optometrist but who holds a PhD degree or is a PhD student and is employed by a school or college of optometry that is accredited or pre-accredited by the Accreditation Council on Optometric Education shall be eligible for membership as a Research Scientist Member.

E. Provisional Membership Classification and Qualifications. An individual meeting the requirements of Article I, Section 1A, Paragraph 1 and this paragraph, who contacts the American Optometric Association seeking membership, and who completes an application and pays the applicable dues, may be immediately granted membership in the Provisional membership classification. The Provisional Member’s application shall be submitted to the appropriate affiliated association for action by that affiliate. The affiliated association shall promptly notify AOA when they have taken action on any Provisional Member’s application. If the application is approved by the affiliate, the Provisional Member shall cease to be classified as a Provisional Member and will immediately become an Affiliate Member in the appropriate classification. If the application is not approved by the affiliated association, the Provisional membership will immediately expire. If AOA does not receive notice of an affiliated association’s action within one hundred-twenty (120) days from submission of the Provisional Member’s application to the affiliate, the Provisional Member will immediately become an Affiliate Member.

Section 2. Dues

A. The Board of Trustees may increase the annual dues in any one year in an amount not to exceed five percent (5%) of the previous year’s annual dues, and the Board of Trustees shall report to the House of Delegates the amount of the increase. A special dues assessment of $85 per year shall be made each year commencing in 2009, with such special dues assessment funds dedicated to funding the costs and expenses of the Association related to running a public relations and public affairs campaign, and such assessment shall terminate the year next succeeding the year the public relations and public affairs campaign terminates.

B. Payment of Dues. Dues are assessed on an annual basis but may be remitted on a quarterly basis. Dues paid quarterly shall be attributed equally and proportionally among the four quarters beginning with the first quarter of the year, which ends March 31, and progressing chronologically to the last quarter of the year, which ends December 31.

Each quarter shall contain three (3) deadlines, a Due Date, a Delinquent Date, and a Termination Date. Quarterly dues shall be paid according to the following schedule of deadlines:

1. First Quarter Dues:
   (a) the Due Date shall be March 31;
   (b) the Delinquent Date shall be April 30; and
   (c) the Termination Date shall be May 31.

2. Second Quarter Dues:
   (a) the Due Date shall be June 30;
   (b) the Delinquent Date shall be July 31; and
   (c) the Termination Date shall be August 31.

3. Third Quarter Dues:
(a) the Due Date shall be September 30;
(b) the Delinquent Date shall be October 31; and
(c) the Termination Date shall be November 30.

4. Fourth Quarter Dues:
(a) the Due Date shall be December 31;
(b) the Delinquent Date shall be January 31; and
(c) the Termination Date shall be the last day of February.

Any preceding quarterly dues deadline that falls on a weekend or federal holiday shall be extended to the following Business Day. For purposes of these Bylaws, "Business Day" shall mean any Monday, Tuesday, Wednesday, Thursday, or Friday that is not a federal holiday.

Membership shall be terminated at the discretion of the AOA Secretary-Treasurer for any member whose dues for a quarter have not been received in full by this Association by that quarter’s Termination Date following notification to the affiliate's official office within ten business days.

C. Affiliate Member Dues. Annual dues for Affiliate Members Classifications shall be as follows:

1. Active Members shall pay 100% of annual dues.
2. Partial Practice Members shall pay 60% of annual dues.
3. Optometric Educator Members shall pay 50% of annual dues.
4. Optometric Educator Members shall pay 50% of annual dues.
5. Distinguished Members shall be required to pay annual dues to this Association.
6. Student Members shall be exempt from paying any annual dues.
7. Post-Graduate Members shall pay $85.00 as annual dues for this Association.
8. Retired Members must pay annual dues of $100.00 to be eligible for membership benefits and rights as set forth in these Bylaws and to be counted among the members used to determine delegates for affiliated associations under Article III, Section 3, Paragraph A.
9. Life Members shall not be required to pay annual dues to this Association.
10. Honorary Members shall not be required to pay annual dues to this Association.

D. Associate Member Dues. Annual dues for Associate Member Classifications shall be as follows:

1. International Members shall pay dues as determined by the Board of Trustees based upon data from the World Bank regarding the country where the member resides.
2. Paraoptometric Members shall pay $9.00 as annual dues for this Association.
3. Public Members shall pay dues as determined by the Board of Trustees.
4. Research Scientist Members shall pay dues as determined by the Board of Trustees.

E. Provisional Member Dues. Annual dues for the Provisional Member classification shall be as follows:

1. Each affiliated association will provide AOA with a list of its membership categories mapped to the Affiliate Membership Classification as defined in Article I, Section C and that affiliated association’s annual dues for each category not later than December 1, 2015 and thereafter on an ongoing basis at least thirty (30) days prior to the effective date of any dues change.
2. Provisional Members shall pay 100% of the combined annual dues of the affiliated association and AOA, with proration, for the affiliated association membership classification as determined by AOA’s reasonable interpretation of the information supplied on the applicant’s application.
3. Dues collected by AOA from any Provisional Member shall be promptly remitted to the affiliated association.

4. Dues collected from a Provisional Member shall be refunded to that individual if his or her Affiliate membership application is denied.

F. Ascending Dues. An active member or federal services member shall not be required to pay any dues during the calendar year in which the individual earns a Doctor of Optometry degree as defined in Article I, Section 1, Paragraph A.1 of these Bylaws. The dues for each of the first, second, third, and fourth calendar year thereafter shall be equivalent to ten percent (10%), twenty percent (20%), fifty percent (50%), and seventy-five percent (75%), respectively, of the annual dues otherwise applicable. A member shall only be eligible for the above schedule of reduced dues once, no matter how many times the individual may transfer from one membership classification to another membership classification or from one affiliated association to another. A member who works sixteen hours or less per week shall not be eligible under this section, but shall pay dues according to the schedule contained in Paragraph C.2 of this section. For Post-Graduate Members, the ascending dues schedule shall begin the calendar year following the year the individual completes the post-graduate program, as set forth in Article I, Section 1, Paragraph C.7.

G. Waived or Reduced Rates. In a case where an affiliated association has waived or reduced its dues requirement for a member because of the member’s economic misfortune or partial or total disability, or as part of a special pilot program endorsed by the Board of Trustees, and requests in writing that such member’s dues to this Association be waived or reduced in similar proportion, the Board of Trustees or the Secretary-Treasurer as the Board’s designee may waive or reduce in like proportion such member’s dues obligation to this Association, and for a similar period of time. In a case where a member holds direct membership in this Association without membership in an affiliated association, the Board of Trustees or the Secretary-Treasurer as the Board’s designee may waive or reduce in like proportion such member’s dues obligation to this Association, and for a similar period of time. In such cases, the Board of Trustees or the Secretary-Treasurer as the Board’s designee may, in appropriate cases, upon written application of such member, waive or reduce such member’s obligation to this Association because of such member’s economic misfortune or partial or total disability. In an emergency circumstance such as a natural disaster, war, or terrorist attack, or other similar disastrous occurrence, this Association may independently waive any affected member’s dues for up to one year only after consultation with the member’s affiliated association.

H. Proration and Miscellaneous Requirements. All dues categories are subject to proration. Proration shall only be done on a monthly basis based on the date the member joined the Association. No other proration method shall be allowed. Proration shall not be permitted when a member terminates membership and is reinstated to membership in the same calendar year, except that proration shall be permitted if such change is due to a change in membership from one affiliate to another.

Section 3. Termination of or Changes in Membership

A. Any member of this Association who is suspended or expelled from membership in an affiliated association shall, upon receipt by the secretary-treasurer of this Association of notice of such suspension or expulsion duly certified by the secretary of the affiliated association, automatically be terminated until such time as such member may be readmitted to membership in an affiliated association.

B. The Board of Trustees may, in appropriate cases, suspend or expel any member because of the revocation or suspension of the member’s license to practice optometry, the violation of any federal, state, local or other applicable law, rule or regulation relating to the practice of optometry, or the violation of the code of ethics of this Association, as
the case may be. In such cases, the Board shall send to such member, by registered mail, a statement of the charges against him, and such member shall have fifteen (15) days after receipt thereof to respond to such charges by mailing a copy of this response, by registered mail, to the secretary-treasurer of this Association. The Board, or a subcommittee of the Board, may thereafter hold a hearing at which such member shall be given reasonable opportunity to present evidence and to be heard in the member’s own defense, and the Board may request other persons to testify at the hearing. Such member may be suspended or expelled by a vote of two-thirds (2/3) of the full membership of the Board of Trustees.

C. Changes in Membership Classification. Members will be allowed to change classification only once per year. Applications for a change in membership classification submitted between January 1 and April 30 will be retroactive to the beginning of that calendar year. Applications submitted between May 1 and December 31 will be effective January 1 of the following year. No changes in classification will be accepted for prior periods or prior years.

ARTICLE II
HOUSE OF DELEGATES

Section 1. Composition

The House of Delegates shall be composed of delegates representing members of affiliated associations, certain student members, and members of sections. In addition, each distinguished member and each member of the Board of Trustees shall be entitled to be a delegate, ex officio. A distinguished member or a member of the Board of Trustees may also be selected as a delegate or an alternate representing members of affiliated associations, or certain student members. Delegates and alternate delegates shall be members of this Association who have paid the proper amount of dues owed for the Last Quarter (as defined in Article II, Section 11) and all previous financial quarters to this Association by the Credentialing Deadline (as defined in Article II, Section 11).

Section 2. Congresses

A. An annual congress shall be held each year between the 1st of June and the 31st of July, or at such other time as is deemed appropriate, at a specific geographical location approved by the House of Delegates in accordance with procedures established by the Board of Trustees. The exact facility, time and duration of such annual congress shall be designated by the Board of Trustees. Should circumstances arise which would make the designated time and place unavailable or impracticable, the Board may select another time or place for such annual congress and shall give notice of such change to the affiliated associations and to the representatives of the other delegate groups as soon thereafter as reasonably possible.

B. A special congress shall be called by the Board of Trustees upon the written application of twelve (12) or more affiliated associations setting forth the purpose or purposes for which the special congress is being requested. In addition, the Board of Trustees may call a special congress on its own initiative. The Board of Trustees shall determine the time and place for holding a special congress, and written notice thereof shall be given to each affiliated association and to representatives of the other delegate groups no later than thirty (30) days prior to the time selected. The notifications shall specify the purpose or purposes of the special congress, and the business of such special congress shall be limited to such purpose or purposes except as may be otherwise approved by unanimous vote of the House of Delegates at such special congress.

Section 3. Delegates

A. Delegates Representing Affiliated Associations.

1. Each affiliated association shall be entitled to one (1) delegate for each fifty (50) of its members and optometric educator members, except that any student, honorary, associate, or provisional members shall not be counted at all, and any members, except optometric educator members, who pay less than the full time active member dues (not taking into account the reductions in dues permitted under Paragraphs C.8., F and G of Section 2 of Article I of these Bylaws) shall be counted as one-half (1/2) member. A member shall only be eligible to be counted in the foregoing calculation if the proper amount of dues owed by that member for the Last Quarter (as defined in Article II, Section 11) and all previous financial quarters have been paid and received (not merely postmarked) at this Association by the Credentialing Deadline (as defined in Article II, Section 11). Any member who receives any dues waiver pursuant to the process described in Paragraph G of Section 2 of Article I of these Bylaws shall not be counted for credentialing purposes during the year following the year in which the waiver applied. However, an affiliated association having less than fifty (50) members under the foregoing calculation shall nonetheless be entitled to one (1) regular delegate.

2. The delegate strength of an affiliated association for the annual congress shall be determined from the records of this Association as of the last Business Day of the Last Quarter (as defined in Article II, Section 11).

3. Each affiliated association may also select one (1) alternate delegate for each delegate to which it is entitled under this section.

4. The president and secretary of each affiliated association, at least fifteen (15) days prior to the first day of the annual congress, shall certify to the secretary-treasurer of this Association the names of the delegates and alternate delegates who shall represent the affiliated association at the congress. The certification shall also state that all attributable quarterly dues of this Association collected by the affiliated association have been remitted to this Association by the Credentialing Deadline (as defined in Article II, Section 11).

B. Delegates Representing Student Members.

1. Student members at each school or college of optometry in the United States, accredited or pre-accredited by the Accreditation Council on Optometric Education as of May 31 of each year, shall be entitled to select one (1) delegate, and the affiliated association representing student members shall be entitled to three (3) delegates selected by such affiliated association.

2. Such student members and the affiliated association representing student members shall be entitled to select one (1) alternate delegate for each delegate to which they are entitled under this section.

C. Delegates Representing Sections.

Each section is permitted one (1) delegate. Each section shall elect from its membership one (1) delegate and one (1) alternate delegate.

D. Delegates at Special Congresses.

Each affiliated association, student members, and sections shall be entitled to the same number of delegates and alternate delegates at a special congress as at the immediately preceding congress. Delegates and alternate delegates at a special congress shall be selected from among those members eligible to serve as delegates or alternate delegates at the immediately preceding annual congress.
Section 4. Credentials Committee

No later than thirty (30) days before each annual congress, the president shall appoint a credentials committee composed of at least three (3) members. The credentials committee shall verify the credentials of all delegates to the congress and report to the congress for the purpose of seating the delegates and their alternates. Any dispute as to the number of delegates to which an affiliate is entitled or as to which delegates or alternate delegates are eligible to serve as delegates or alternate delegates shall be determined by the Credentials Committee, whose decision shall be final and not appealable.

Section 5. Voting and Debates

A. Each affiliated association shall be entitled to one (1) vote on any matter coming before the House for each ten (10) of its members and optometric educator members, except that any student, honorary, associate, or provisional members shall not be counted at all, and any members, except optometric educator members, who pay less than the full active member dues (not taking into account the reductions in dues permitted under Paragraphs C.8, F and G of Section 2 of Article I of these Bylaws) shall be counted as one-half (1/2) member. A member shall only be eligible to be counted in the foregoing calculation if the proper amount of dues owed by that member for the Last Quarter (as defined in Article II, Section 11) and all previous financial quarters have been paid and received (not merely postmarked) at this Association by the Credentialing Deadline (as defined in Article II, Section 11). Any member who receives any dues waiver pursuant to the process described in Paragraph G of Section 2 of Article I of these Bylaws shall not be counted for credentialing purposes during the year following the year in which the waiver applied. However, each affiliated association shall be entitled to at least one (1) vote. The voting strength of the delegations representing each affiliate association shall be determined from the records of this Association as of the last Business Day of the Last Quarter (as defined in Article II, Section 11). The delegation representing the student members shall be entitled to three (3) votes on any matter coming before the House. The total vote of each delegation may be cast by its delegate or delegates present when the vote is called.

B. Each delegate shall be entitled to the privileges of the floor and to participate in debates and make motions on any matter coming before the House.

C. In the event that a delegate is unable to attend a Congress or is otherwise absent from a session of the House, the delegation shall designate any of its alternate delegates to act in place of such absent delegate. A distinguished member or a member of the Board of Trustees who is an ex officio delegate shall not be entitled to designate an alternate delegate to act in the delegate’s place.

D. Distinguished members and members of the Board of Trustees who are ex officio delegates and delegates representing sections shall not be entitled to vote, but may attend sessions of the House and shall be entitled to participate in debates and make motions on any matter coming before the House.

E. All members who are not delegates may attend sessions of the House as observers, but shall not be entitled to participate in debate unless granted permission therefor by the presiding officer at the request of a delegate.

Section 6. Quorum and Procedures

A. Certified delegates representing a majority of the affiliated associations, shall constitute a quorum for the transaction of business at any session of the House of Delegates.

B. Except as may be otherwise required by statute or by the constitution or bylaws of this Association disposition of all matters coming before the House of Delegates shall be determined by a majority of the votes cast.

C. Except as may be otherwise required by the constitution or bylaws of this Association, all congresses shall be governed by the parliamentary rules and usages contained in the then current edition of Robert’s Rules of Order.

D. Whenever a vote is to be taken by roll call, the order of such voting shall be on an alphabetical basis beginning from a randomly selected affiliated association in the manner determined by the House of Delegates.

Section 7. Nominating Committee

A. There shall be a nominating committee composed of nine (9) members of this Association, one (1) of whom shall have served the previous year and shall be designated as chair. No affiliated association shall be represented on the nominating committee more often than once every two (2) years, provided, however, that in any year, one (1) member of the nominating committee of the previous year shall have been elected by that committee as chair for the next year. The nominating committee shall also select two alternates to serve in the event the new chair is unable to serve for the next year. The election for the next year’s chair and alternates shall be the last action of the nominating committee for each year. No affiliated association shall have more than one (1) member on the nominating committee at the same time. Any affiliated association with a candidate for an officer or trustee position shall not be represented on the nominating committee. The names of eight (8) affiliated associations, other than that of the member of the previous year, shall be randomly selected in the manner determined by the House of Delegates. The names of eight (8) additional affiliated associations shall then be randomly selected in a similar manner as alternates for the eight (8) affiliated associations originally selected.

No later than January 1st of each year, the president of each of the eight (8) affiliated associations originally selected and the president of each of the eight (8) additional affiliated associations shall notify the Secretary-Treasurer of this Association in writing the name of the member selected by such affiliated association to serve as a member or alternate member of the nominating committee for that year’s annual congress. After such notification, if such an individual is unable to serve, an individual from an affiliated association selected as an alternate, in order of such selection, shall replace the individual unable to serve.

B. The nominating committee shall prepare a slate of nominees for election to office in this Association which it shall present to the House of Delegates no later than forty-eight (48) hours prior to the election. The report of the nominating committee shall not preclude any delegate from making a nomination for any office from the floor of the House of Delegates.

Section 8. Resolutions Committee

A. The president shall, no later than sixty (60) days prior to the first day of the annual congress, appoint one (1) or more resolutions committees as the president may deem necessary or appropriate. Each committee shall be composed of at least five (5) members of this Association, one (1) of whom shall be designated as chair by the president.
B. Each resolutions committee shall consider such proposed resolutions as may be referred to it in accordance with subparagraph C of this section and shall report to the House of Delegates those resolutions which it has approved either in the form referred to it or as modified or changed by the committee. If the committee makes significant substantive modifications or changes to a proposed resolution, it shall consult the originator prior to reporting the resolution to the House of Delegates.

C. Resolutions may be proposed by an affiliated association, by a section, by the House of Delegates, or by the Board of Trustees. An affiliated association or section shall deliver to the secretary-treasurer, at least fifteen (15) days prior to the first day of the annual congress, one (1) typewritten copy of all resolutions which such affiliated association or section proposes for adoption by the House of Delegates, and the secretary-treasurer shall deliver one (1) copy thereof to the chair of the appropriate resolutions committee. The Board of Trustees may at any time submit a proposed resolution to the secretary-treasurer who shall refer it to an appropriate resolutions committee, and the House of Delegates by a two-thirds (2/3) vote may similarly do so. Proposed resolutions which have not been referred to an appropriate resolutions committee in accordance with the provisions of this subparagraph shall not be considered by the House of Delegates.

D. Each resolutions committee shall report to the House of Delegates all proposed resolutions which it has approved, and a copy of each such proposed resolution, as approved by the committee, shall be made available to each delegate at least four (4) hours prior to its consideration by the House of Delegates. In the event that a resolutions committee does not report to the House of Delegates with approval a proposed resolution that has been referred to it, any delegate may, at the appropriate time, offer, from the floor, a motion that the House consider the proposed resolution, and if the House of Delegates shall approve the motion by a two-thirds (2/3) vote the House of Delegates shall thereupon give consideration to the proposed resolution.

Section 9. Powers

A. The House of Delegates shall have the power to enact, amend, and repeal the Constitution and Bylaws of the Association.

B. The House of Delegates shall have the power to grant, amend, suspend, or revoke affiliate status in the Association for any other association or group.

C. The House of Delegates shall have the power to create special committees of the Association.

D. The House of Delegates shall be the supreme policy-making body of the Association, and shall have the power to approve, amend, or rescind any policies established by the Board of Trustees.

Section 10. Duties

A. It shall be the duty of the House of Delegates to elect the elective officers and the trustees of the Association.

B. It shall be the duty of the House of Delegates to approve a budget for the Association.

C. It shall be the duty of the House of Delegates to approve the location of the annual congress.

D. It shall be the duty of the House of Delegates to receive and act, as deemed appropriate, upon reports of any committees established by the House of Delegates.

Section 11. Definitions

A. For purposes of Article II of these Bylaws, "Last Quarter" shall mean the following for any given year:

1. If the first day of such year's annual congress is in January or February, the third financial quarter of the previous year.

2. If the first day of such year's annual congress is in March, April, or May, the fourth financial quarter of the previous year.

3. If the first day of such year's annual congress is in June, July, or August, the first financial quarter of such year.

4. If the first day of such year's annual congress is in September, October, or November, the second financial quarter of such year.

5. If the first day of such year's annual congress is in December, the third financial quarter of such year.

B. For purposes of Article II of these Bylaws, "Credentialing Deadline" shall mean the following for any given year:

1. If the first day of such year's annual congress is in January or February, "Credentialing Deadline" shall mean 5:00 p.m. Central Time on October 31 of the previous year unless October 31 falls on a weekend or federal holiday, in which case it shall mean the following Business Day.

2. If the first day of such year's annual congress is in March, April, or May, "Credentialing Deadline" shall mean 5:00 p.m. Central Time on January 31 of such year unless January 31 falls on a weekend or federal holiday, in which case it shall mean the following Business Day.

3. If the first day of such year's annual congress is in June, July, or August, "Credentialing Deadline" shall mean 5:00 p.m. Central Time on April 30 of such year unless April 30 falls on a weekend or federal holiday, in which case it shall mean the following Business Day.

4. If the first day of such year's annual congress is in September, October, or November, "Credentialing Deadline" shall mean 5:00 p.m. Central Time on July 31 of such year unless July 31 falls on a weekend or federal holiday, in which case it shall mean the following Business Day.

5. If the first day of such year's annual congress is in December, "Credentialing Deadline" shall mean 5:00 p.m. Central Time on October 31 of such year unless October 31 falls on a weekend or federal holiday, in which case it shall mean the following Business Day.

C. For purposes of Article II of these Bylaws, "Business Day" shall mean any Monday, Tuesday, Wednesday, Thursday, or Friday that is not a federal holiday.
No person shall be eligible for election to more than two (2) successive three (3) year terms as trustee.

C. In the event of a vacancy occurring on the Board of Trustees from among the elected members, the next junior available past-president after the immediate past-president shall become a trustee, to hold such position until the next annual congress, at which time a trustee shall be elected for the remainder of the term.

D. The balloting in the House of Delegates for trusteeships having different terms shall be conducted separately.

E. The balloting for all nominees for the two (2) trusteeships to be filled under subparagraph B hereof shall be conducted at the same time. Each delegate shall be entitled to twice the number of votes to which the delegate would otherwise be entitled, and each delegate, who votes, must vote for two (2) candidates, casting no more than the vote to which the delegate would otherwise be entitled for any one (1) candidate.

F. In the event that there are two (2) trusteeships having the same remaining term open under subparagraph C hereof, the balloting for such trusteeships shall be conducted under the procedures set forth in subparagraph E hereof.

G. An officer or trustee may, in accordance with the procedure set forth in this paragraph, be removed from his or her position by a three-quarters (3/4) vote of the Board of Trustees (not including the officer or trustee under consideration) for a serious or repeat violation of the policies or procedures of the Association or other serious failure to fulfill the obligations of the office to which that individual has been elected. Notice of the meeting at which a vote to remove an officer or trustee will be held must be given to the Board of Trustees at least 30 days prior to the date of the meeting. The notice must specify that a vote to remove a named officer or trustee will be held at the meeting. An officer or director who is subject to a removal vote must be given the opportunity to present his or her position to the Board of Trustees before a vote is taken. Any removal of an officer or trustee shall take place immediately and must be promptly reported to the House of Delegates, along with the reasons therefor. There shall be no appeal from a decision of the Board of Trustees under this paragraph.

Section 2. Meeting and Quorum

A. The Board of Trustees shall meet at least once each year at a time determined by the president and at such other times as are determined to be necessary by the president or Board of Trustees. Meetings of the Board may be called by the president, and the president shall call a meeting at the written request of three (3) members of the Board of Trustees. Such meetings shall be held at such times and places, to be fixed by the president, as shall be convenient for the transaction of the business for which the meeting is called.

B. At all meetings the Board six (6) members shall constitute a quorum for the transaction of business.

C. Except as may be otherwise required by statute or by the constitution or bylaws of this Association, disposition of all matters coming before the Board shall be determined by a majority of the votes cast.

Section 3. Powers and Duties

A. The Board of Trustees shall be responsible for the management of the business and affairs of this Association in accordance with general policy and within the budget established by the House of Delegates. In carrying out its functions, the Board shall have such rights and perform such duties as are prescribed by law governing directors of corporations or as may be provided in the constitution of this Association or in these bylaws.

B. Except as may be otherwise provided by statute or in the constitution of this Association or in these bylaws, the Board of Trustees is authorized to establish such organizational structure of the Association as it deems necessary or desirable for the performance of the activities of the Association.

C. The Board shall select a certified public accountant to audit annually the books and accounts of this Association.

D. The Board shall make and establish policies, as deemed necessary, for the operation and management of the Association, and such Board of Trustee actions shall be subject to the review of the House of Delegates.

ARTICLE IV
OFFICERS

Section 1. Election, Terms of Office and Vacancies

A. The officers of this Association shall be a president, a president-elect, a vice-president, a secretary-treasurer, and the immediate past-president.

B. Except for the president and immediate past-president, officers shall be elected annually by the House of Delegates at the annual congress. At the completion of the president’s term of office, the president shall automatically become the immediate past-president, and the president-elect shall automatically become the president.

C. Officers shall serve for a term of one (1) year or until their successors are installed. No individual shall be elected to the same office for more than one term.

D. If the office of immediate past-president becomes vacant for any reason, the next junior available past-president shall act as immediate past-president. Any vacancy occurring in any other office by reason of death, resignation or otherwise may be filled by the Board of Trustees, and any officer so appointed may serve until the next election. If the vacancy is in the office of president-elect, the person designated by the Board of Trustees to serve as president-elect shall not automatically succeed to the presidency. At the next election, the office of president shall be deemed to be open, and the House of Delegates shall elect a person to serve as president.

Section 2. Duties

A. The president shall be the official representative of this Association in its contacts with governmental, civic, business and other professional organizations. The president may attend to these matters personally or may designate a representative to do so. In addition to such other duties as may be provided in the constitution or elsewhere in these bylaws, the president shall preside at all congresses, or may designate a member of the Association to act as presiding officer; shall preside at meetings of the Board of Trustees, or may designate a member of the Board to act as presiding officer; except as may otherwise be provided in these bylaws, the president shall appoint the chair and the members of all subordinate bodies and shall fill any vacancies that may arise in such position; the president may, for the period of the administrative year of such presidency, establish, prescribe the functions and appoint the members of such special or ad hoc committees or project teams or task forces as deemed necessary or desirable; the
president shall be an ex officio member of all subordinate bodies; and the president may, either alone or together with the secretary-treasurer when appropriate, certify to official acts of the Association.

B. The immediate past-president, the president-elect, and the vice-president shall perform such functions as may be assigned them by the president or the Board of Trustees.

C. The secretary-treasurer shall: be responsible for the keeping of accurate records and minutes of the House of Delegates and meetings of the Board of Trustees which shall be submitted to the Board of Trustees for approval; shall give proper notice of meetings of both bodies; within thirty (30) days after the first day of each month shall deliver to members of the board a statement showing in detail monies received and disbursed during the preceding month, the financial activities of the various subordinate bodies, and such other information as is necessary for the proper conduct of the business and affairs of this Association; shall be the custodian of the funds of this Association and shall be responsible for the deposit of all monies received in the name of the Association in institutions approved by the Board; shall be responsible for the disbursement of monies only upon vouchers signed by a duly authorized person; shall keep an accurate account of all financial transactions of the Association and make a report of the same at the annual congress to the House of Delegates; shall at the expiration of the term of office turn over and deliver to the successor, or to any person whom the board may designate, all funds, books, records and property of the Association, in the custody or under the control of the secretary-treasurer; shall perform such other duties as may be prescribed in these bylaws; and may, either alone, or together with the president, when appropriate, certify to official acts of the Association.

ARTICLE V
COUNCILS

Section 1. Accreditation Council on Optometric Education

A. The Accreditation Council on Optometric Education shall be composed of eleven (11) members, nine (9) of whom shall be members of this Association. With respect to the members of the Council who are members of this Association: Three (3) members shall be optometrists of outstanding professional experience who are not compensated administrators, faculty or consultants of, or affiliated with the governance of any school or college of optometry and who are not members of a state board of optometric examiners; two (2) shall be members of the Association of Regulatory Boards of Optometry ("ARBO") at the time of their initial appointment; two (2) shall be optometrists associated with optometric educational institutions accredited by the Accreditation Council on Optometric Education; one (1) shall be an optometrist who is either a graduate of an accredited residency program, director of an accredited residency program or a faculty member who is teaching in an accredited residency program; and one (1) shall be associated with an optometric technician program accredited by the Accreditation Council on Optometric Education or a graduate of such a program. The members of the Council who are not members of this Association shall be public members who meet the requirements specified by the agencies that formally recognize the Council as an accrediting body.

B. All members of the Accreditation Council on Optometric Education shall be appointed by the president with the consent of the Board of Trustees. The two (2) ARBO members shall be appointed from a list of four (4) nominees for each appointment submitted to the president by ARBO, and the two (2) educator-members and the one (1) residency program-related member shall be appointed from a list of four (4) nominees for each appointment submitted to the president by the optometric educational institutions accredited by the Accreditation Council on Optometric Education.

C. The members of the Council shall be appointed for a term of three (3) years. No person shall serve more than three (3) consecutive three (3) year terms.

D. In the event of a vacancy on the Accreditation Council on Optometric Education, the president, with the consent of the Board of Trustees, shall appoint in accordance with the provisions of subparagraphs A and B of this section, a successor to complete the unexpired portion of the term of office. If an educator-member ceases to be associated with an accredited optometric educational institution, that position on the Accreditation Council on Optometric Education shall automatically be deemed vacant.

E. The Accreditation Council on Optometric Education shall concern itself with the quality of optometric and paraoptometric education including, but not limited to, counseling, advising, and acting in matters relating to residency programs, the type and amount of educational training, admission requirements, curricula, faculty, equipment, and matters of similar nature. It shall have the authority to inspect and accredit schools and colleges of optometry, programs of residency optometric education, and programs of paraoptometric education.

Section 2. Judicial Council

A. The Judicial Council shall be composed of five (5) members of this Association. The immediate past-president of the Association shall be a member and the chair of the Council, and at least two (2) other members shall be past-presidents of this Association. All members of the Council, other than the chair, shall be appointed by the president with the consent of the Board of Trustees. All members of the Council shall serve for a term of three (3) years.

B. In the event of a vacancy on the Judicial Council, the president, with the consent of the Board of Trustees, shall appoint a successor to complete the unexpired portion of the term of office.

C. The Judicial Council shall study and review all resolutions and substantive motions adopted by the House of Delegates at a congress. Resolutions and substantive motions adopted by the House of Delegates shall be mailed to the Judicial Council within thirty (30) days after the close of the congress. Within sixty (60) days after receipt thereof, the Judicial Council shall, with respect to each resolution and substantive motion, determine whether it shall become effective, or whether it shall be referred back to the House of Delegates, without alteration or amendment, for reconsideration at the next annual congress.

D. It shall require a four-fifths (4/5) vote of the Judicial Council to refer a resolution or substantive motion back to the House of Delegates for reconsideration. In the absence of a four-fifths (4/5) vote of the Judicial Council to refer a resolution or substantive motion back to the House, or if the Council fails to act on a resolution or substantive motion within sixty (60) days after receipt thereof, the resolution or substantive motion shall become effective.

E. If the Judicial Council refers a resolution or substantive motion back to the House of Delegates for reconsideration, the action of the House at the next annual congress on such resolution or substantive motion shall be final, and that
resolution or substantive motion shall not be resubmitted to
the Judicial Council.

F. The Judicial Council shall also, in appropriate cases, render advisory opinions interpreting the Code of Ethics of this Association, The Optometric Oath, and the AOA Standards of Professional Conduct.

G. The Judicial Council shall in 1980 and every five (5) years thereafter study and review all resolutions and all substantive motions expressing the policy of this Association adopted by the House of Delegates then in effect and shall recommend to the House of Delegates, with respect to each such resolution and substantive motion, whether it should continue in effect, whether it should be deleted, or whether it should be modified or amended, and if so, in what form.

Section 3. Council on Research

A. The Council on Research shall be composed of five (5) members, all of whom shall be members of this Association.

B. All members of the Council on Research shall be appointed by the President with the consent of the Board of Trustees. The members of the Council shall be appointed for a term of three (3) years.

C. In the event of a vacancy on the Council on Research, the President, with the consent of the Board of Trustees, shall appoint a successor to complete the unexpired portion of the term of office.

D. The duties of the Council on Research shall be to facilitate and assist in the coordination of optometric research; to provide a central source of information relating to such research to the profession; to maintain an inventory of pertinent research; to develop research objectives; to provide assistance in the development of research proposals; to develop guidelines for the evaluation of research proposals; to identify sources of funding; to be an advocate for optometric research; to foster cooperation between and within the research communities, the profession, and scientific bodies; to assist in the development of research resources; and other functions relating to research, as appropriate.

ARTICLE VI

SECTIONS

Section 1.

A. The House of Delegates, by two-thirds (2/3) of the votes cast may create a new section, combine existing sections, change the name of sections, or discontinue sections after a report by the Board of Trustees on the proposal. At least one hundred twenty (120) days before the meeting of the House of Delegates at which action on the proposal is taken, the proponents must file with the secretary-treasurer a statement setting forth:

(1) The need for the proposed section.
(2) The contemplated purpose of the section which must be within the objects of the Association and must not substantially conflict with the purpose of any existing section or committee of the Association.
(3) The proposed bylaws of the section, including a description of its scope and function, which must not be inconsistent with the Constitution and Bylaws of this Association.
(4) The proposed budget for the section for the first year of its operation.
(5) A list of present or prospective members of the Association who sign statements that they will apply for membership in this section.

B. Notice must be given to the members of the Association at least ninety (90) days before the meeting of the House of Delegates at which a proposal to establish, combine, discontinue, or change the name of a section is to be considered.

C. Members of sections must be members of the Association and must meet the requirements of the bylaws of the respective sections.

D. Each section shall elect its own officers in the manner provided for in its bylaws.

E. Amendments to the bylaws of a section shall not become effective until approved by the House of Delegates upon recommendation of the Board of Trustees.

F. Each section shall establish an annual budget, and annual dues to cover the activities of the section. The establishment of the budget and dues of a section shall not become effective until approved by the House of Delegates upon recommendation of the Board of Trustees.

G. A meeting of each section shall be held at least once a year.

ARTICLE VII

EXECUTIVE DIRECTOR

Section 1.

The Board of Trustees may engage the services of a person to act as executive director of the Association. Such person need not be an optometrist or a member of this Association.

Section 2.

The Board shall determine the compensation of the executive director and may, on behalf of the Association, enter into a contract of employment with such executive director for a term not to exceed three (3) years, provided, however, that successive contracts may be entered into with the same person.

Section 3.

The executive director shall administer the business and affairs, and supervise the operation, of the Association under the general policy guidance of the Board of Trustees. The executive director shall perform such duties as are ordinarily performed by persons in similar positions and such other duties as may from time to time be assigned by the Board of Trustees.

ARTICLE VIII

MISCELLANEOUS ADMINISTRATION PROVISIONS

Section 1.

All officers, trustees, and chair and members of subordinate bodies of this Association, shall, when away from their homes on authorized official business of the Association, be reimbursed for transportation expenses and other expenditures as defined and fixed by the Board of Trustees.

Section 2.

No person shall, on behalf of the Association assume or incur any expenses or liability, or enter into any contract or agreement involving the expenditure of money, except in accordance with procedures established by the Board of Trustees.
Section 3.

Any officer or trustee of this Association may be removed by the House of Delegates at any congress by a three-fourths (3/4) majority of the votes cast.

Section 4.

The Association shall indemnify and hold harmless each officer and trustee, now or hereafter serving the Association, from and against any and all claims and liabilities to which the individual may be or become subject by reason of now or hereafter being or having heretofore been an officer or trustee of this Association, or by reason of the individual's alleged acts or omissions as an officer or trustee as aforesaid, and shall reimburse each officer and trustee of this Association for all legal and other expenses reasonably incurred by the officer or trustee in connection with defending against any such claims or liabilities, provided, however, that no officer or trustee shall be indemnified against or be reimbursed for any expenses incurred in defending against any claim or liability arising out of the officer's or trustee's own negligence or willful misconduct. The foregoing rights of officers and trustees shall not be exclusive of other rights to which they may be entitled lawfully.

Section 5.

Whenever these Bylaws require that notice be given to any person or organization, such notice may be given by any written means, whether physical, electronic, digital, or otherwise.

ARTICLE IX
AMENDMENTS

The bylaws may be amended by the House of Delegates by two-thirds (2/3) of the votes cast at any congress, provided that the proposed amendment had previously been recommended by a convention or the governing board of an affiliated association, or by the Board of Trustees of this Association, and that one (1) copy of the proposed amendment had been received by the secretary-treasurer of this Association not less than one hundred (100) days before the commencement of the congress which is to consider and act on the proposed amendment. No less than ninety (90) days before said congress, the secretary-treasurer of this Association shall deliver to the president, secretary, and official office of each affiliated association a copy of the proposed amendment with a notice stating that the proposed amendment will be submitted for consideration at the said congress. At the discretion of the secretary-treasurer of this Association, delivery of the proposed amendments under this Article may be made by any written means, whether physical, electronic, digital, or otherwise provided that such means provides the secretary-treasurer with documentation of verifiable receipt of such notice, which shall be maintained with the Association's records. Unless specifically stated to the contrary, all amendments to the Bylaws adopted by the House of Delegates shall become effective on January 1 of the calendar year which immediately follows the House of Delegates which approved such amendment.
FINANCIAL REPORT
## American Optometric Association
### 2021 Budget by Category
#### For the Calendar Years Ending December 31, 2021 and 2020

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<th>BUDGET</th>
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EARNINGS BEFORE INVESTMENTS & DEPRECIATION

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| INVESTMENT INCOME | 721,345  | 972,114 |
| DEPRECIATION EXPENSE | 839,089 | 1,275,206 |
| INTEREST EXPENSE   | 270,000  | 264,000 |

**NET INCOME/(LOSS) $237,381 $ (278,383)**
## American Optometric Association
### 2021 Budget By Group
#### For the Twelve Months Ending December 31, 2021

### ADVOCACY

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<td>SGRC NCSL/ALEC CONFERENCES</td>
<td>-</td>
<td>$33,516</td>
<td>(33,516)</td>
</tr>
<tr>
<td>48170</td>
<td>SGRC/TPC JOINT MEETING</td>
<td>-</td>
<td>$196,611</td>
<td>(196,611)</td>
</tr>
<tr>
<td>48200</td>
<td>FUTURE PRACTICE INITIATIVE</td>
<td>-</td>
<td>$150,000</td>
<td>(150,000)</td>
</tr>
<tr>
<td>95100</td>
<td>STATE GOVERNMENT RELATIONS SUPPORT</td>
<td>-</td>
<td>$591,234</td>
<td>(591,234)</td>
</tr>
<tr>
<td></td>
<td>TOTAL STATE GOVERNMENT RELATIONS</td>
<td>-</td>
<td>$981,361</td>
<td>(981,361)</td>
</tr>
<tr>
<td>24000</td>
<td>TPC EXECUTIVE CMTE</td>
<td>-</td>
<td>$8,000</td>
<td>(8,000)</td>
</tr>
<tr>
<td>44250</td>
<td>TPC PUBLIC AFFAIRS</td>
<td>-</td>
<td>$40,944</td>
<td>(40,944)</td>
</tr>
<tr>
<td>93000</td>
<td>THIRD PARTY SUPPORT</td>
<td>-</td>
<td>$440,485</td>
<td>(440,485)</td>
</tr>
<tr>
<td></td>
<td>TOTAL THIRD PARTY CENTER</td>
<td>-</td>
<td>$489,429</td>
<td>(489,429)</td>
</tr>
<tr>
<td>18000</td>
<td>SPORTS VISION SECTION</td>
<td>-</td>
<td>$5,000</td>
<td>(5,000)</td>
</tr>
<tr>
<td>16000</td>
<td>CLCS COUNCIL ACTIVITIES</td>
<td>25,000</td>
<td>$129,346</td>
<td>(104,346)</td>
</tr>
<tr>
<td>17000</td>
<td>VISION REHABILITATION COUNCIL ACTIVITIES</td>
<td>-</td>
<td>$10,000</td>
<td>(10,000)</td>
</tr>
<tr>
<td></td>
<td>TOTAL SECTIONS/COUNCILS</td>
<td>25,000</td>
<td>$144,346</td>
<td>(119,346)</td>
</tr>
<tr>
<td>94500</td>
<td>RENT-LEXINGTON</td>
<td>269,311</td>
<td>$291,836</td>
<td>(22,525)</td>
</tr>
<tr>
<td></td>
<td>TOTAL ALEXANDRIA RENT</td>
<td>269,311</td>
<td>$291,836</td>
<td>(22,525)</td>
</tr>
<tr>
<td></td>
<td>TOTAL ADVOCACY</td>
<td>294,311</td>
<td>5,963,483</td>
<td>(5,669,172)</td>
</tr>
</tbody>
</table>

### CLINICAL CARE

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Revenue</th>
<th>Expense</th>
<th>Net</th>
</tr>
</thead>
<tbody>
<tr>
<td>91200</td>
<td>CLINICAL CARE SUPPORT</td>
<td>-</td>
<td>$80,701</td>
<td>(80,701)</td>
</tr>
<tr>
<td>41140</td>
<td>EVIDENCE BASED OPTOMETRY</td>
<td>-</td>
<td>$102,409</td>
<td>(102,409)</td>
</tr>
<tr>
<td></td>
<td>TOTAL CLINICAL CARE</td>
<td>-</td>
<td>$183,110</td>
<td>(183,110)</td>
</tr>
<tr>
<td>15500</td>
<td>COUNCIL ON RESEARCH ACTIVITY</td>
<td>-</td>
<td>$70,000</td>
<td>(70,000)</td>
</tr>
<tr>
<td></td>
<td>TOTAL COUNCIL ON RESEARCH</td>
<td>-</td>
<td>$70,000</td>
<td>(70,000)</td>
</tr>
<tr>
<td></td>
<td>TOTAL CLINICAL CARE &amp; COUNCIL ON RESEARCH</td>
<td>-</td>
<td>$253,110</td>
<td>(253,110)</td>
</tr>
</tbody>
</table>

### ACOE

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Revenue</th>
<th>Expense</th>
<th>Net</th>
</tr>
</thead>
<tbody>
<tr>
<td>15250</td>
<td>ACOE ACTIVITIES</td>
<td>10,000</td>
<td>$189,780</td>
<td>(179,780)</td>
</tr>
<tr>
<td>15050</td>
<td>ACOE VA VISITATION</td>
<td>144,396</td>
<td>$15,444</td>
<td>128,952</td>
</tr>
<tr>
<td>15100</td>
<td>ACOE OD VISITATION</td>
<td>212,482</td>
<td>$33,186</td>
<td>179,296</td>
</tr>
<tr>
<td>15150</td>
<td>ACOE OT VISITATION</td>
<td>3,184</td>
<td>-</td>
<td>3,184</td>
</tr>
<tr>
<td>15200</td>
<td>ACOE RESIDENCY VISITATION</td>
<td>289,536</td>
<td>$41,184</td>
<td>248,352</td>
</tr>
<tr>
<td>90200</td>
<td>ACOE SUPPORT</td>
<td>-</td>
<td>$562,901</td>
<td>(562,901)</td>
</tr>
<tr>
<td></td>
<td>TOTAL ACOE</td>
<td>659,598</td>
<td>842,495</td>
<td>(182,897)</td>
</tr>
</tbody>
</table>

24% of revenue is allocated to advocacy.

3% of revenue is allocated to ACOE.

1% of revenue is allocated to clinical care & council on research.

Page 2 of 4
## American Optometric Association

### 2021 Budget By Group

For the Twelve Months Ending December 31, 2021

### COMMUNICATIONS AND MARKETING

<table>
<thead>
<tr>
<th>Category</th>
<th>Revenue</th>
<th>Expense</th>
<th>Net</th>
</tr>
</thead>
<tbody>
<tr>
<td>92000-COMMUNICATIONS SUPPORT</td>
<td>35,200</td>
<td>81,286</td>
<td>(46,086)</td>
</tr>
<tr>
<td>22200-AWARDS</td>
<td>-</td>
<td>9,955</td>
<td>(9,955)</td>
</tr>
<tr>
<td>22250-PR SUPPORT</td>
<td>-</td>
<td>456,342</td>
<td>(456,342)</td>
</tr>
<tr>
<td>11970-OPTOMETRIC AWARENESS CAMPAIGN</td>
<td>1,599,108</td>
<td>2,134,841</td>
<td>(535,733)</td>
</tr>
<tr>
<td>92300-AOA INTEGRATED CONTENT SUPPORT</td>
<td>180,000</td>
<td>817,124</td>
<td>(637,124)</td>
</tr>
<tr>
<td><strong>TOTAL COMMUNICATIONS AND MARKETING</strong></td>
<td>1,814,308</td>
<td>3,499,548</td>
<td>(1,685,240)</td>
</tr>
</tbody>
</table>

### AFFILIATE RELATIONS & MEMBERSHIP

<table>
<thead>
<tr>
<th>Category</th>
<th>Revenue</th>
<th>Expense</th>
<th>Net</th>
</tr>
</thead>
<tbody>
<tr>
<td>19555-MEMBER SUPPORT AFFILIATE VISITS</td>
<td>-</td>
<td>7,000</td>
<td>(7,000)</td>
</tr>
<tr>
<td>19600-MEMBERSHIP ACTIVITIES</td>
<td>-</td>
<td>228,700</td>
<td>(228,700)</td>
</tr>
<tr>
<td>19650-SCHOOL VISITS</td>
<td>-</td>
<td>67,996</td>
<td>(67,996)</td>
</tr>
<tr>
<td>40000-STUDENT MEMBERSHIP</td>
<td>-</td>
<td>22,666</td>
<td>(22,666)</td>
</tr>
<tr>
<td>91100-MEMBERSHIP SUPPORT</td>
<td>-</td>
<td>471,922</td>
<td>(471,922)</td>
</tr>
<tr>
<td>92350-OS.COM WEBSITE</td>
<td>-</td>
<td>10,000</td>
<td>(10,000)</td>
</tr>
<tr>
<td><strong>TOTAL AFFILIATE RELATIONS &amp; MEMBERSHIP</strong></td>
<td>-</td>
<td>808,284</td>
<td>(808,284)</td>
</tr>
</tbody>
</table>

### ADMINISTRATIVE

<table>
<thead>
<tr>
<th>Category</th>
<th>Revenue</th>
<th>Expense</th>
<th>Net</th>
</tr>
</thead>
<tbody>
<tr>
<td>20100-MARKETABLE SECURITIES</td>
<td>720,000</td>
<td>72,600</td>
<td>647,400</td>
</tr>
<tr>
<td>42000-OC ADMINISTRATION</td>
<td>121,200</td>
<td>200,000</td>
<td>(78,800)</td>
</tr>
<tr>
<td>49770-APS ADMINISTRATION</td>
<td>37,200</td>
<td>-</td>
<td>37,200</td>
</tr>
<tr>
<td>52500-TRANSFERS-OTHER-ACOE INDIRECT ALLOCATION</td>
<td>-</td>
<td>(40,000)</td>
<td>40,000</td>
</tr>
<tr>
<td>52680-AOA OVERHEAD</td>
<td>-</td>
<td>30,000</td>
<td>(30,000)</td>
</tr>
<tr>
<td>49300-ABO ADMINISTRATION</td>
<td>-</td>
<td>30,000</td>
<td>(30,000)</td>
</tr>
<tr>
<td>21900-AOAXCEL ADMINISTRATION</td>
<td>120,000</td>
<td>-</td>
<td>120,000</td>
</tr>
<tr>
<td><strong>TOTAL ADMINISTRATIVE</strong></td>
<td>1,028,400</td>
<td>262,600</td>
<td>765,800</td>
</tr>
</tbody>
</table>

### ED, LEGAL, & FINANCE

<table>
<thead>
<tr>
<th>Category</th>
<th>Revenue</th>
<th>Expense</th>
<th>Net</th>
</tr>
</thead>
<tbody>
<tr>
<td>90220-EXECUTIVE DIRECTOR SUPPORT</td>
<td>-</td>
<td>1,132,881</td>
<td>(1,132,881)</td>
</tr>
<tr>
<td>90250-CONTEMPORARY OPTOMETRY</td>
<td>-</td>
<td>30,000</td>
<td>(30,000)</td>
</tr>
<tr>
<td>95000-OFFICE OF COUNSEL SUPPORT</td>
<td>-</td>
<td>486,574</td>
<td>(486,574)</td>
</tr>
<tr>
<td>94000-FINANCE SUPPORT</td>
<td>-</td>
<td>1,332,383</td>
<td>(1,332,383)</td>
</tr>
<tr>
<td><strong>TOTAL ED, LEGAL, &amp; FINANCE</strong></td>
<td>-</td>
<td>2,981,838</td>
<td>(2,981,838)</td>
</tr>
</tbody>
</table>

### DUES ACCOUNTING

<table>
<thead>
<tr>
<th>Category</th>
<th>Revenue</th>
<th>Expense</th>
<th>Net</th>
</tr>
</thead>
<tbody>
<tr>
<td>11010-MEMBERSHIP DUES</td>
<td>16,688,473</td>
<td>405,924</td>
<td>16,282,549</td>
</tr>
<tr>
<td><strong>TOTAL DUES ACCOUNTING</strong></td>
<td>16,688,473</td>
<td>405,924</td>
<td>16,282,549</td>
</tr>
</tbody>
</table>

### BOARD OF TRUSTEES

<table>
<thead>
<tr>
<th>Category</th>
<th>Revenue</th>
<th>Expense</th>
<th>Net</th>
</tr>
</thead>
<tbody>
<tr>
<td>10201-BOARD OF TRUSTEES</td>
<td>-</td>
<td>890,931</td>
<td>(890,931)</td>
</tr>
<tr>
<td>11350-LEADERSHIP DEVELOPMENT COMMITTEE</td>
<td>100,000</td>
<td>85,000</td>
<td>15,000</td>
</tr>
<tr>
<td>11150-STATE VISITATIONS</td>
<td>-</td>
<td>114,174</td>
<td>(114,174)</td>
</tr>
<tr>
<td>26000-INTERNATIONAL AFFAIRS</td>
<td>-</td>
<td>61,770</td>
<td>(61,770)</td>
</tr>
<tr>
<td><strong>TOTAL BOARD OF TRUSTEES</strong></td>
<td>100,000</td>
<td>1,151,875</td>
<td>(1,051,875)</td>
</tr>
</tbody>
</table>
### American Optometric Association

#### 2021 Budget By Group

**For the Twelve Months Ending December 31, 2021**

<table>
<thead>
<tr>
<th></th>
<th>REVENUE</th>
<th>EXPENSE</th>
<th>NET</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>MAIL, RENT, &amp; PRINT</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>94550-RENT-ST. LOUIS</td>
<td>9,492</td>
<td>1,269,085</td>
<td>(1,259,593)</td>
</tr>
<tr>
<td>91000-MAIL DEPARTMENT SUPPORT</td>
<td></td>
<td>21,620</td>
<td>(21,620)</td>
</tr>
<tr>
<td>94700-AOA MARKETPLACE</td>
<td>357,000</td>
<td>276,280</td>
<td>80,720</td>
</tr>
<tr>
<td>94800-FULFILLMENT CENTER</td>
<td></td>
<td>41,023</td>
<td>(41,023)</td>
</tr>
<tr>
<td><strong>TOTAL MAIL, PRINT, &amp; RENT</strong></td>
<td>366,492</td>
<td>1,608,008</td>
<td>(1,241,516)</td>
</tr>
</tbody>
</table>

| **HUMAN RESOURCES**      |         |           |            |
| 90700-HUMAN RESOURCES SUPPORT |      | 10,558    | (10,558)   |
| 90850-EMPLOYEE ACTIVITIES COMMITTEE | | 12,250    | (12,250)   |
| **TOTAL HUMAN RESOURCES** |         | 22,808    | (22,808)   | 0% |

| **INFORMATION TECHNOLOGY** |       |           |            |
| 94200-INFORMATION TECHNOLOGY SUPPORT |      | 881,189   | (881,189)  |
| 49250-IT TECHNOLOGY DEVELOPMENT | 113,788 | 814,035   | (700,247)  |
| 49270-IT OVERHEAD            |         | 335,040   | (335,040)  |
| 90750-RESEARCH AND INFORMATION SUPPORT | | 233,575   | (233,575)  |
| **TOTAL INFORMATION TECHNOLOGY** | 113,788 | 2,263,839 | (2,150,051)| 9% |

| **INDUSTRY RELATIONS**     |       |           |            |
| 14500-INDUSTRY RELATIONS CMTE |      | 42,420    | (42,420)   |
| 90100-INDUSTRY RELATIONS SUPPORT |         | 283,993   | (283,993)  |
| **TOTAL INDUSTRY RELATIONS** |       | 326,413   | (326,413)  | 1% |

| **EDUCATION CENTER**       |       |           |            |
| 17500-PARA MEMBERSHIP ACTIVITIES | 145,000 | 68,175    | 76,825     |
| 17800-PARA CERTIFICATION ACTIVITIES | 635,100 | 278,952   | 356,148    |
| 47410-EDUCATION CENTER      |         | 555,613   | (555,613)  |
| **TOTAL EDUCATION CENTER** | 780,100 | 902,740   | (122,640)  | 4% |

| **MEETINGS**               |       |           |            |
| 18500-LEADERS SUMMIT       | 25,000 | 75,000    | (50,000)   |
| 18550-OM VOLUNTEER MEETING |         | 52,500    | (52,500)   |
| 23000-OPTOMETRY'S MEETING  | 3,176,000 | 3,388,624 | (212,624)  |
| **TOTAL MEETINGS**         | 3,201,000 | 3,516,124 | (315,124)  | 14% |

| **GRAND TOTAL - NET**      | $ 25,046,470 | $ 24,809,089 | $ 237,381 |

Page 4 of 4
American Optometric Association
(Parent-Only)
Independent Auditor’s Report and Financial Statements
December 31, 2020 and 2019
American Optometric Association
(Parent-Only)
December 31, 2020 and 2019

Contents

Independent Auditor’s Report................................................................. 1

Parent-Only Financial Statements
  Statements of Financial Position .......................................................... 3
  Statements of Activities ........................................................................ 4
  Statements of Functional Expenses ..................................................... 6
  Statements of Cash Flows .................................................................... 8
  Notes to Financial Statements .............................................................. 9
Independent Auditor’s Report

Board of Trustees
American Optometric Association
St. Louis, Missouri

We have audited the accompanying parent-only financial statements of American Optometric Association (the “Association”), which comprise the parent-only statements of financial position as of December 31, 2020 and 2019, and the related parent-only statements of activities, functional expenses and cash flows for the years then ended, and the related notes to the parent-only financial statements.

Management’s Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these parent-only financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of parent-only financial statements that are free from material misstatement, whether due to fraud or error.

Auditor’s Responsibility

Our responsibility is to express an opinion on these parent-only financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the parent-only financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the parent-only financial statements. The procedures selected depend on the auditor’s judgment, including the assessment of the risks of material misstatement of the parent-only financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Association’s preparation and fair presentation of the parent-only financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Association’s internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the parent-only financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.
Opinion

In our opinion, the parent-only financial statements referred to above present fairly, in all material respects, the parent-only financial position of American Optometric Association as of December 31, 2020 and 2019, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matter

We draw attention to Note 1 of the financial statements, which describes the basis of presentation. These financial statements are prepared by the Association as parent-only financial statements. Parent-only financial statements are not intended to be the general-purpose financial statements and should be read in conjunction with the Association’s consolidated financial statements. Our opinion is not modified with respect to this matter.

Other Matter

Our report is intended solely for the information and use of management and the Board of Trustees of the Association and is not intended to be, and should not be, used by anyone other than these specified parties.

BKD, LLP

St. Louis, Missouri
May 14, 2021
American Optometric Association  
(Parent-Only)  
Statements of Financial Position  
December 31, 2020 and 2019

<table>
<thead>
<tr>
<th>Assets</th>
<th>2020</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Current Assets</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Cash $1,149,970 $1,180,776</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Investments $16,530,966 $15,277,391</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Dues receivable, net of allowance $500,075 in 2020 and $451,519 in 2019 $2,890,347 $2,711,725</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Accounts and other receivables, net of allowance $97,747 in 2020 and $102,107 in 2019 $412,680 $481,982</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Contributions receivable, net of allowance, $79,750 in 2020 and $4,125 in 2019 $25,377 $35,020</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Printed materials for resale $471,005 $473,454</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Total current assets $21,480,345 $20,232,734</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Contributions Receivable - Long-Term $- $26,500</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Property and Equipment, Net</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Land 978,647 978,647</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Buildings and improvements 11,054,836 11,056,256</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Furniture and equipment 5,798,627 6,014,540</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Total property and equipment 17,832,110 18,049,443</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Less accumulated depreciation 8,844,090 8,278,739</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Other Long-Term Assets 77,706 59,156</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Total assets $30,546,071 $30,089,094</td>
<td></td>
</tr>
</tbody>
</table>

See Notes to Parent-Only Financial Statements
## Liabilities and Net Assets

<table>
<thead>
<tr>
<th></th>
<th>2020</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Current Liabilities</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bank line of credit</td>
<td>$2,500,000</td>
<td>$1,500,000</td>
</tr>
<tr>
<td>Accounts payable</td>
<td>494,379</td>
<td>1,339,084</td>
</tr>
<tr>
<td>Accrued liabilities</td>
<td>377,628</td>
<td>662,196</td>
</tr>
<tr>
<td>Current maturities of long-term debt</td>
<td>533,333</td>
<td>533,333</td>
</tr>
<tr>
<td>Deferred revenue - membership dues</td>
<td>737,048</td>
<td>-</td>
</tr>
<tr>
<td>Deferred revenue - other</td>
<td>1,222,465</td>
<td>932,249</td>
</tr>
<tr>
<td><strong>Total current liabilities</strong></td>
<td>5,864,853</td>
<td>4,966,862</td>
</tr>
<tr>
<td><strong>Investment in Subsidiary</strong></td>
<td>266,273</td>
<td>488,985</td>
</tr>
<tr>
<td><strong>Long-Term Debt, Net</strong></td>
<td>5,304,120</td>
<td>5,834,756</td>
</tr>
<tr>
<td><strong>Interest Rate Swap Agreement</strong></td>
<td>661,221</td>
<td>329,888</td>
</tr>
<tr>
<td><strong>Total liabilities</strong></td>
<td>12,096,467</td>
<td>11,620,491</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>2020</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Net Assets</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Without donor restrictions</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Designated by board</td>
<td>(2,128,607)</td>
<td>(1,816,719)</td>
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<tr>
<td>Undesignated</td>
<td>20,578,211</td>
<td>20,184,436</td>
</tr>
<tr>
<td><strong>Total without donor restrictions</strong></td>
<td>18,449,604</td>
<td>18,367,717</td>
</tr>
<tr>
<td>With donor restrictions</td>
<td></td>
<td>100,886</td>
</tr>
<tr>
<td><strong>Total net assets</strong></td>
<td>18,449,604</td>
<td>18,468,603</td>
</tr>
<tr>
<td><strong>Total liabilities and net assets</strong></td>
<td>$30,546,071</td>
<td>$30,089,094</td>
</tr>
</tbody>
</table>
American Optometric Association  
(Parent-Only)  
Statements of Activities  
Years Ended December 31, 2020 and 2019  

<table>
<thead>
<tr>
<th></th>
<th>2020</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenues, Gains and Other Support</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Membership dues</td>
<td>$ 14,837,017</td>
<td>$ 18,669,491</td>
</tr>
<tr>
<td>Contributions and industry support</td>
<td>363,000</td>
<td>2,588,140</td>
</tr>
<tr>
<td>Registration income</td>
<td>647,691</td>
<td>1,616,176</td>
</tr>
<tr>
<td>ACOE site visits and fees</td>
<td>662,097</td>
<td>650,740</td>
</tr>
<tr>
<td>Sale of printed materials</td>
<td>341,578</td>
<td>407,452</td>
</tr>
<tr>
<td>Exhibit booths and meetings</td>
<td>44,841</td>
<td>1,220,301</td>
</tr>
<tr>
<td>Royalties income</td>
<td>4,648</td>
<td>6,225</td>
</tr>
<tr>
<td>Program revenue</td>
<td></td>
<td>93,898</td>
</tr>
<tr>
<td>Advertising</td>
<td>338,287</td>
<td>224,634</td>
</tr>
<tr>
<td>Rental income</td>
<td>278,240</td>
<td>278,240</td>
</tr>
<tr>
<td>Investment return, net</td>
<td>1,838,625</td>
<td>2,839,542</td>
</tr>
<tr>
<td>Change in fair value of interest rate swap agreement</td>
<td>(331,333)</td>
<td>(304,786)</td>
</tr>
<tr>
<td>Other revenue</td>
<td>446,663</td>
<td>576,835</td>
</tr>
<tr>
<td>Net assets released from restriction</td>
<td>21,125</td>
<td>56,052</td>
</tr>
</tbody>
</table>

**Total revenues, gains and other support**  
19,492,479   28,922,940

<table>
<thead>
<tr>
<th><strong>Expenses</strong></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries and benefits</td>
<td>9,709,716</td>
<td>9,956,926</td>
</tr>
<tr>
<td>Phone, copy and supplies</td>
<td>408,038</td>
<td>469,956</td>
</tr>
<tr>
<td>Software, purchases and printing</td>
<td>768,944</td>
<td>852,857</td>
</tr>
<tr>
<td>Rent, utilities, insurance and property taxes</td>
<td>650,473</td>
<td>728,161</td>
</tr>
<tr>
<td>Consultant, legal and professional fees</td>
<td>4,311,457</td>
<td>4,997,187</td>
</tr>
<tr>
<td>Travel expenses</td>
<td>364,864</td>
<td>2,095,283</td>
</tr>
<tr>
<td>Meeting expenses</td>
<td>233,432</td>
<td>1,931,203</td>
</tr>
<tr>
<td>Food functions</td>
<td>117,347</td>
<td>999,095</td>
</tr>
<tr>
<td>Stipends, honorariums and payments to affiliates</td>
<td>925,929</td>
<td>1,007,070</td>
</tr>
<tr>
<td>Advertising and promotions</td>
<td>53,001</td>
<td>1,502,921</td>
</tr>
<tr>
<td>Awards, grants and contributions</td>
<td>488,320</td>
<td>563,377</td>
</tr>
<tr>
<td>Depreciation and amortization</td>
<td>869,146</td>
<td>1,512,564</td>
</tr>
<tr>
<td>Interest expense</td>
<td>293,809</td>
<td>291,915</td>
</tr>
<tr>
<td>Other expenses</td>
<td>688,828</td>
<td>1,197,719</td>
</tr>
</tbody>
</table>

**Total expenses**  
19,883,304   28,106,234

<table>
<thead>
<tr>
<th><strong>Change in Net Assets From Operations</strong></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Dividend received from subsidiary</td>
<td>250,000</td>
<td>-</td>
</tr>
<tr>
<td>Equity in undistributed earnings of subsidiary</td>
<td>222,712</td>
<td>346,521</td>
</tr>
</tbody>
</table>

**Increase in Net Assets Without Donor Restrictions**  
81,887   1,163,227

See Notes to Parent-Only Financial Statements
American Optometric Association  
(Parent-Only)  
Statements of Activities (Continued)  
Years Ended December 31, 2020 and 2019

<table>
<thead>
<tr>
<th></th>
<th>2020</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Change in Net Assets With Donor Restrictions</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Provision for bad debt on uncollected campaign receivables</td>
<td>$(79,761)</td>
<td>$-</td>
</tr>
<tr>
<td>Net assets released from restriction</td>
<td>$(21,125)</td>
<td>$(56,052)</td>
</tr>
<tr>
<td>Decrease in net assets with donor restrictions</td>
<td>$(100,886)</td>
<td>$(56,052)</td>
</tr>
<tr>
<td>Change in Net Assets</td>
<td>$(18,999)</td>
<td>1,107,175</td>
</tr>
<tr>
<td>Net Assets, Beginning of Year</td>
<td>18,468,603</td>
<td>17,361,428</td>
</tr>
<tr>
<td>Net Assets, End of Year</td>
<td>$18,449,604</td>
<td>$18,468,603</td>
</tr>
</tbody>
</table>

See Notes to Parent-Only Financial Statements
American Optometric Association  
(Parent-Only)  
Statement of Function Expenses  
Year Ended December 31, 2020

Program Expenses

<table>
<thead>
<tr>
<th>Expenses</th>
<th>Membership Services</th>
<th>Advocacy</th>
<th>Communication &amp; Publications</th>
<th>Optometry's Meetings &amp; Conferences</th>
<th>Occupancy Expenses</th>
<th>General Administration</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries &amp; Benefits</td>
<td>$ 3,536,913</td>
<td>$ 2,358,503</td>
<td>$ 775,012</td>
<td>$ 345,720</td>
<td>$ 10,558</td>
<td>$ 2,683,010</td>
<td>$ 9,709,716</td>
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<tr>
<td>Phone, Copy &amp; Supplies</td>
<td>109,302</td>
<td>23,527</td>
<td>66,791</td>
<td>3,247</td>
<td>1,901</td>
<td>262,490</td>
<td>408,038</td>
</tr>
<tr>
<td>Software, Purchases &amp; Printing</td>
<td>460,247</td>
<td>27,392</td>
<td>4,628</td>
<td>12,286</td>
<td>1,901</td>
<td>262,490</td>
<td>768,944</td>
</tr>
<tr>
<td>Rent, Utilities, Insurance &amp; Property Taxes</td>
<td>22,646</td>
<td>4,262</td>
<td>4,628</td>
<td>22,950</td>
<td>593,998</td>
<td>6,617</td>
<td>650,473</td>
</tr>
<tr>
<td>Consultant, Legal &amp; Professional Fees</td>
<td>873,808</td>
<td>1,247,287</td>
<td>1,584,274</td>
<td>240,170</td>
<td>109,812</td>
<td>256,106</td>
<td>4,311,457</td>
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<tr>
<td>Travel Expenses</td>
<td>166,950</td>
<td>35,057</td>
<td>7,174</td>
<td>134,101</td>
<td>-</td>
<td>21,582</td>
<td>364,864</td>
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<tr>
<td>Meeting Expenses</td>
<td>18,336</td>
<td>21,687</td>
<td>3,249</td>
<td>186,014</td>
<td>-</td>
<td>4,146</td>
<td>233,432</td>
</tr>
<tr>
<td>Food Functions</td>
<td>26,825</td>
<td>3,021</td>
<td>340</td>
<td>80,674</td>
<td>19</td>
<td>6,468</td>
<td>117,347</td>
</tr>
<tr>
<td>Depreciation and Amortization</td>
<td>81,123</td>
<td>982</td>
<td>-</td>
<td>-</td>
<td>628,949</td>
<td>158,092</td>
<td>869,146</td>
</tr>
<tr>
<td>Interest Expense</td>
<td>42,809</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>251,000</td>
<td>-</td>
<td>293,809</td>
</tr>
<tr>
<td>Stipends, Honorariums, &amp; Payments to Affiliates</td>
<td>593,617</td>
<td>294,812</td>
<td>-</td>
<td>37,500</td>
<td>-</td>
<td>-</td>
<td>925,929</td>
</tr>
<tr>
<td>Advertising &amp; Promotions</td>
<td>46,788</td>
<td>5,018</td>
<td>-</td>
<td>25</td>
<td>-</td>
<td>1,170</td>
<td>53,001</td>
</tr>
<tr>
<td>Awards, Grants &amp; Contributions</td>
<td>347,567</td>
<td>132,965</td>
<td>1,258</td>
<td>-</td>
<td>-</td>
<td>6,530</td>
<td>488,320</td>
</tr>
<tr>
<td>Other Expenses</td>
<td>445,891</td>
<td>195,563</td>
<td>361</td>
<td>19,930</td>
<td>-</td>
<td>27,283</td>
<td>688,828</td>
</tr>
<tr>
<td>Total expenses</td>
<td>$ 6,772,822</td>
<td>$ 4,349,876</td>
<td>$ 2,443,087</td>
<td>$ 1,082,617</td>
<td>$ 1,600,033</td>
<td>$ 3,634,869</td>
<td>$ 19,883,304</td>
</tr>
</tbody>
</table>

See Notes to Parent-Only Financial Statements
## Program Expenses

<table>
<thead>
<tr>
<th>Expenses</th>
<th>Membership Services</th>
<th>Advocacy</th>
<th>Communications &amp; Publications</th>
<th>Optometry’s Meetings &amp; Conferences</th>
<th>Occupancy Expenses</th>
<th>General Administration</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries &amp; Benefits</td>
<td>$3,610,475</td>
<td>$2,768,632</td>
<td>$779,091</td>
<td>$350,396</td>
<td>$11,072</td>
<td>$2,437,260</td>
<td>$9,956,926</td>
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<tr>
<td>Phone, Copy &amp; Supplies</td>
<td>136,113</td>
<td>52,850</td>
<td>93,614</td>
<td>14,259</td>
<td>4,242</td>
<td>168,878</td>
<td>469,956</td>
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<tr>
<td>Software, Purchases &amp; Printing</td>
<td>467,414</td>
<td>57,262</td>
<td>17,252</td>
<td>10,727</td>
<td>563</td>
<td>299,639</td>
<td>852,857</td>
</tr>
<tr>
<td>Rent, Utilities, Insurance &amp; Property Taxes</td>
<td>35,704</td>
<td>27,186</td>
<td>144</td>
<td>20,599</td>
<td>638,075</td>
<td>6,453</td>
<td>728,161</td>
</tr>
<tr>
<td>Consultant, Legal &amp; Professional Fees</td>
<td>928,943</td>
<td>1,587,657</td>
<td>1,871,826</td>
<td>300,512</td>
<td>81,964</td>
<td>226,285</td>
<td>4,997,187</td>
</tr>
<tr>
<td>Travel Expenses</td>
<td>831,820</td>
<td>688,601</td>
<td>26,131</td>
<td>448,727</td>
<td>-</td>
<td>100,004</td>
<td>2,095,283</td>
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<tr>
<td>Meeting Expenses</td>
<td>227,064</td>
<td>220,120</td>
<td>4,367</td>
<td>1,468,222</td>
<td>-</td>
<td>11,430</td>
<td>1,931,203</td>
</tr>
<tr>
<td>Food Functions</td>
<td>200,031</td>
<td>277,618</td>
<td>1,057</td>
<td>510,226</td>
<td>-</td>
<td>10,163</td>
<td>999,095</td>
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<tr>
<td>Depreciation and Amortization</td>
<td>706,367</td>
<td>1,356</td>
<td>-</td>
<td>-</td>
<td>623,872</td>
<td>180,969</td>
<td>1,512,564</td>
</tr>
<tr>
<td>Interest Expense</td>
<td>22,657</td>
<td>50</td>
<td>-</td>
<td>-</td>
<td>269,208</td>
<td>-</td>
<td>291,915</td>
</tr>
<tr>
<td>Stipends, Honorariums, &amp; Payments to Affiliates</td>
<td>734,745</td>
<td>42,294</td>
<td>-</td>
<td>230,031</td>
<td>-</td>
<td>-</td>
<td>1,007,070</td>
</tr>
<tr>
<td>Advertising &amp; Promotions</td>
<td>35,789</td>
<td>33,322</td>
<td>1,350,000</td>
<td>83,810</td>
<td>-</td>
<td>-</td>
<td>1,502,921</td>
</tr>
<tr>
<td>Awards, Grants &amp; Contributions</td>
<td>257,210</td>
<td>297,380</td>
<td>1,875</td>
<td>6,160</td>
<td>-</td>
<td>752</td>
<td>563,377</td>
</tr>
<tr>
<td>Other Expenses</td>
<td>522,419</td>
<td>516,419</td>
<td>1,465</td>
<td>101,687</td>
<td>5,786</td>
<td>49,943</td>
<td>1,197,719</td>
</tr>
<tr>
<td><strong>Total expenses</strong></td>
<td><strong>$8,716,751</strong></td>
<td><strong>$6,570,747</strong></td>
<td><strong>$4,146,822</strong></td>
<td><strong>$3,545,356</strong></td>
<td><strong>$1,634,782</strong></td>
<td><strong>$3,491,776</strong></td>
<td><strong>$28,106,234</strong></td>
</tr>
</tbody>
</table>

See Notes to Parent-Only Financial Statements
## American Optometric Association  
**(Parent-Only)**  
### Statements of Cash Flows  
**Years Ended December 31, 2020 and 2019**

<table>
<thead>
<tr>
<th></th>
<th>2020</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Operating Activities</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Change in net assets</td>
<td>$ (18,999)</td>
<td>$ 1,107,175</td>
</tr>
<tr>
<td>Items not requiring (providing) cash</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Depreciation and amortization</td>
<td>869,146</td>
<td>1,512,564</td>
</tr>
<tr>
<td>Loss on disposition of property and equipment</td>
<td>-</td>
<td>19,293</td>
</tr>
<tr>
<td>Net realized and unrealized gains on investments</td>
<td>(1,586,732)</td>
<td>(2,582,736)</td>
</tr>
<tr>
<td>Gain in undistributed earnings of subsidiary</td>
<td>(222,712)</td>
<td>(346,521)</td>
</tr>
<tr>
<td>Provision (credit) for losses on receivables</td>
<td>140,404</td>
<td>(264,024)</td>
</tr>
<tr>
<td>Change in interest rate swap valuation</td>
<td>331,333</td>
<td>304,786</td>
</tr>
<tr>
<td><strong>Changes in</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dues receivable</td>
<td>(195,726)</td>
<td>144,618</td>
</tr>
<tr>
<td>Accounts and other receivables</td>
<td>57,213</td>
<td>(104,829)</td>
</tr>
<tr>
<td>Contributions receivable</td>
<td>21,114</td>
<td>56,051</td>
</tr>
<tr>
<td>Printed material for resale</td>
<td>7,643</td>
<td>(1,355)</td>
</tr>
<tr>
<td>Other assets</td>
<td>(47,540)</td>
<td>222,155</td>
</tr>
<tr>
<td>Accounts payable</td>
<td>(844,705)</td>
<td>732,283</td>
</tr>
<tr>
<td>Accrued expenses</td>
<td>284,568</td>
<td>68,813</td>
</tr>
<tr>
<td>Deferred revenue</td>
<td>1,027,264</td>
<td>(88,720)</td>
</tr>
<tr>
<td><strong>Net cash provided by (used in) operating activities</strong></td>
<td>(746,865)</td>
<td>779,553</td>
</tr>
<tr>
<td><strong>Investing Activities</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Purchase of property and equipment</td>
<td>(83,765)</td>
<td>(316,569)</td>
</tr>
<tr>
<td>Purchase of investments</td>
<td>(5,634,837)</td>
<td>(7,854,167)</td>
</tr>
<tr>
<td>Proceeds from disposition of investments</td>
<td>5,967,994</td>
<td>7,655,097</td>
</tr>
<tr>
<td><strong>Net cash provided by (used in) investing activities</strong></td>
<td>249,392</td>
<td>(515,639)</td>
</tr>
<tr>
<td><strong>Financing Activities</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Payments on long-term debt</td>
<td>(533,333)</td>
<td>(533,334)</td>
</tr>
<tr>
<td>Borrowings on line of credit agreement</td>
<td>2,500,000</td>
<td>1,500,000</td>
</tr>
<tr>
<td>Payments on line of credit agreement</td>
<td>(1,500,000)</td>
<td>(1,000,000)</td>
</tr>
<tr>
<td><strong>Net cash provided by (used in) financing activities</strong></td>
<td>466,667</td>
<td>(33,334)</td>
</tr>
<tr>
<td><strong>Increase (Decrease) in Cash</strong></td>
<td>(30,806)</td>
<td>230,580</td>
</tr>
<tr>
<td><strong>Cash, Beginning of Year</strong></td>
<td>1,180,776</td>
<td></td>
</tr>
<tr>
<td><strong>Cash, End of Year</strong></td>
<td>$ 1,149,970</td>
<td>$ 1,180,776</td>
</tr>
<tr>
<td><strong>Supplemental Cash Flows Information</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Interest paid</td>
<td>$ 285,740</td>
<td>$ 286,842</td>
</tr>
</tbody>
</table>
Note 1: Nature of Operations and Summary of Significant Accounting Policies

Nature of Operations

American Optometric Association (the “Association” or “AOA”) is the national nonprofit professional association of optometrists. The Association’s primary source of revenue is membership dues. The Association extends unsecured credit to its customers on purchases of printed materials.

Basis of Presentation

In the parent-only financial statements, the equity of AOAExcel, Inc., the Association’s wholly-owned for-profit subsidiary, has been included in the statements of financial position as investment in subsidiary. The Association’s share of net income of its unconsolidated subsidiary is included in the statements of activities using the equity method. The net assets and operations of Optometry Cares – The AOA Foundation, Health Care Alliance for Patient Safety and American Optometric Association Political Action Committee, affiliated organizations, are not reported. These parent-only financial statements should be read in conjunction with the Association’s consolidated financial statements.

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the parent-only financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Cash

At December 31, 2020, the Association’s cash accounts exceeded federally insured limits by approximately $1,010,000.

Investments

The Association measures securities at fair value. The Association considers money market funds and all highly liquid debt instruments purchased with a maturity of three months or less held by the investment manager as part of the investment portfolio and not considered cash and cash equivalents.
Net Investment Return

Investment return includes dividend, interest and other investment income; realized and unrealized gains and losses on investments carried at fair value; and realized gains and losses on other investments, less external and direct internal investment expenses. Gains and losses on the sale of securities are recorded on the trade date and are determined using the specific identification method.

Investment return that is initially restricted by donor stipulation and for which the restriction will be satisfied in the same year is included in net assets without donor restrictions. Other investment return is reflected in the statements of activities as revenue and expenses without donor restrictions.

Dues and Accounts Receivable

Dues receivable are stated at the amount of consideration from members, of which the Association has an unconditional right to receive. The Association provides an allowance for doubtful accounts, which is based upon a review of outstanding receivables, historical collection information and existing economic conditions.

Accounts receivable are stated at the amount of consideration from members or customers, of which the Association has an unconditional right to receive. The Association provides an allowance for doubtful accounts, which is based upon a review of outstanding receivables, historical collection information and existing economic conditions. Accounts receivable are ordinarily due 30 days after the issuance of the invoice. Accounts past due more than 120 days are considered delinquent. Delinquent receivables are written off based on the individual credit evaluation and specific circumstances of the customer.

Printed Materials for Resale

Costs for printed materials for sale are determined using the first-in, first-out (FIFO) method. FIFO inventories are stated at the lower of cost or net realizable value.

Property and Equipment

Property and equipment are stated at cost less accumulated depreciation and are depreciated over the estimated useful life of each asset. Annual depreciation is computed using the straight-line method.

The estimated useful lives for each major depreciable classification of property and equipment are as follows:

<table>
<thead>
<tr>
<th>Classification</th>
<th>Life</th>
</tr>
</thead>
<tbody>
<tr>
<td>Building and improvements</td>
<td>15-40 years</td>
</tr>
<tr>
<td>Furniture and equipment</td>
<td>5-10 years</td>
</tr>
</tbody>
</table>
Long-Lived Asset Impairment

The Association evaluates the recoverability of the carrying value of long-lived assets whenever events or circumstances indicate the carrying amount may not be recoverable. If a long-lived asset is tested for recoverability and the undiscounted estimated future cash flows expected to result from the use and eventual disposition of the asset are less than the carrying amount of the asset, the asset cost is adjusted to fair value and an impairment loss is recognized as the amount by which the carrying amount of a long-lived asset exceeds its fair value.

No asset impairment was recognized during the years ended December 31, 2020 and 2019.

Debt Issuance Costs

Debt issuance costs represent costs incurred in connection with the issuance of long-term debt. The Association records these costs as direct deductions from the related debt. Such costs are being amortized over the term of the respective debt using the effective interest method.

Net Assets

Net assets, revenues, gains and losses are classified based on the existence or absence of donor-imposed restrictions.

Net assets without donor restrictions are available for use in general operations and not subject to donor restrictions. The governing board has designated, from net assets without donor restrictions, net assets for an emergency fund, program working capital fund, scholarships and memorials.

Net assets with donor restrictions are subject to donor-imposed restrictions. The restrictions are temporary in nature and will be met by the passage of time or other events specified by the donor.

Revenue Recognition

Revenue is recognized as the Association satisfies performance obligations under its contracts. Revenue is reported in an amount that reflects the consideration that it expects to be entitled to in exchange for those goods or services. The amount and timing of revenue recognition varies based on the nature of the goods or services provided and the terms and conditions of the member or customer contract. See Note 13 for additional information about the Association’s revenue.

Contributions

Gifts of cash and other assets received without donor stipulations are reported as revenue and net assets without donor restrictions. Gifts received with a donor stipulation that limits their use are reported as revenue and net assets with donor restrictions. When a donor stipulated time restriction ends or purpose restriction is accomplished, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statement of activities as net assets released from restrictions. Gifts having donor stipulations which are satisfied in the period the gift is received are reported as revenue and net assets without donor restrictions.
Unconditional gifts expected to be collected within one year are reported at their net realizable value. Unconditional gifts expected to be collected in future years are initially reported at fair value determined using the discounted present value of estimated future cash flows technique. The resulting discount is amortized using the level-yield method and is reported as contribution revenue.

Conditional gifts depend on the occurrence of a specified future and uncertain event to bind the potential donor and are recognized as assets and revenue when the conditions are substantially met and the gift becomes unconditional.

**Deferred Revenue**

Revenues from industry funding, accreditation and Optometry’s Meeting® exhibit fees are recognized in the period to which they relate. Fees and membership dues billed and collected in advance are recorded as deferred revenue and are recognized over the periods to which the fees and membership dues relate.

**Investment in Subsidiary**

Investment in subsidiary includes the equity interest in AOAExcel, Inc., the Association’s wholly-owned for-profit subsidiary. The Association has elected to report distributions received from AOAExcel within the statement of cash flows using the cumulative earnings approach.

**Income Taxes**

The Association is exempt from income taxes under Section 501 of the Internal Revenue Code and a similar provision of state law. However, the Association is subject to federal income tax on any unrelated business income.

The Association files tax returns in the U.S. federal jurisdiction.

**Functional Allocation of Expenses**

The costs of supporting the various programs and other activities have been summarized on a functional basis in the statements of activities. The statements of functional expenses present the natural classification detail of expenses by function. Certain costs have been allocated among the program, management and general and fundraising categories based on time spent and other methods.

**Pandemic**

As a result of the spread of the SARS-CoV-2 virus and the incidence of COVID-19, economic uncertainties have arisen which may affect the financial position, results of operations and cash flows of the Association. The duration of these uncertainties and the ultimate financial effects cannot be reasonably estimated at this time.

**Reclassifications**

Certain reclassifications have been made to the 2019 parent-only financial statements to conform to the 2020 parent-only financial statement presentation. These reclassifications had no effect on the change in net assets.
American Optometric Association  
(Parent-Only)  
Notes to Financial Statements  
December 31, 2020 and 2019

Note 2: Contributions Receivable

All contributions receivable are restricted for time or purpose. Contributions receivable consist of the following:

<table>
<thead>
<tr>
<th>Contributions receivable</th>
<th>2020</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Due within one year</td>
<td>$ 79,750</td>
<td>$ 78,511</td>
</tr>
<tr>
<td>Due in one to five years</td>
<td>-</td>
<td>26,500</td>
</tr>
<tr>
<td>Less allowance for uncollectible contributions</td>
<td>(79,750)</td>
<td>(4,125)</td>
</tr>
<tr>
<td></td>
<td>$</td>
<td>$ 100,886</td>
</tr>
</tbody>
</table>

Note 3: Revolving Line of Credit

The Association has a $4,000,000 unsecured revolving line of credit that expires in July 2021. The available balance was increased during 2020 from a previous available line of credit of $2,000,000 at the end of 2019. At December 31, 2020 and 2019, $2,500,000 and $1,500,000, respectively, was borrowed on the line. Interest is payable monthly and varies based on 30-day London Interbank Offered Rate (LIBOR) rate. At December 31, 2020 and 2019, the interest rate was 2.25 percent and 3.06 percent, respectively.

Note 4: Long-Term Debt

Note payable to bank due December 31, 2031; principal payable - $44,444 monthly in addition to interest at LIBOR plus 145 basis points, interest rate was 1.60% and 3.25% at December 31, 2020 and 2019, respectively, secured by first lien on building

<table>
<thead>
<tr>
<th>Note payable to bank due December 31, 2031; principal payable</th>
<th>2020</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>$44,444 monthly in addition to interest at LIBOR plus 145 basis points, interest rate was 1.60% and 3.25% at December 31, 2020 and 2019, respectively, secured by first lien on building</td>
<td>$ 5,866,667</td>
<td>$ 6,400,000</td>
</tr>
<tr>
<td>Less unamortized debt issuance costs</td>
<td>29,214</td>
<td>31,911</td>
</tr>
<tr>
<td>Less current maturities</td>
<td>533,333</td>
<td>533,333</td>
</tr>
<tr>
<td></td>
<td><strong>$ 5,304,120</strong></td>
<td><strong>$ 5,834,756</strong></td>
</tr>
</tbody>
</table>

Unamortized debt issuance cost will be amortized over the 15-year term of the note payable. The effective rates approximate the stated rates on the debt for the years ended December 31, 2020 and 2019.
Aggregate annual maturities of long-term debt payments at December 31, 2020, are:

<table>
<thead>
<tr>
<th>Year</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>2021</td>
<td>$533,333</td>
</tr>
<tr>
<td>2022</td>
<td>533,333</td>
</tr>
<tr>
<td>2023</td>
<td>533,333</td>
</tr>
<tr>
<td>2024</td>
<td>533,333</td>
</tr>
<tr>
<td>2025</td>
<td>533,333</td>
</tr>
<tr>
<td>Thereafter</td>
<td>3,200,002</td>
</tr>
<tr>
<td></td>
<td>$5,866,667</td>
</tr>
</tbody>
</table>

Note 5: Interest Rate Swap

As a strategy to maintain acceptable levels of exposure to the risk of changes in future cash flows due to interest rate fluctuations, the Association entered into an interest rate swap agreement for its variable rate debt which was effective December 1, 2016. The agreement provides for the Association to receive interest from the counterparty at LIBOR plus 1.45 percent and to pay interest to the counterparty at a fixed rate of 4.04 percent on current notional amounts of $5,866,667 and $6,400,000 at December 31, 2020 and 2019, respectively. Under the agreement, the Association pays or receives the net interest amount monthly, with the monthly settlements included in interest expense.

The table below presents certain information regarding the Association’s interest rate swap agreement.

<table>
<thead>
<tr>
<th>Description</th>
<th>2020</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fair value of the interest rate swap agreement</td>
<td>$661,221</td>
<td>$329,888</td>
</tr>
<tr>
<td>Statement of financial position location of fair value amount Long-term liabilities</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Loss recognized in statement of activities</td>
<td>$(331,333)</td>
<td>$(304,786)</td>
</tr>
<tr>
<td>Change in fair value of interest rate swap agreement</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Location of loss recognized in statement of activities Interest</td>
<td>$129,323</td>
<td>$25,896</td>
</tr>
<tr>
<td>Net monthly settlements paid</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Location of settlement expense in statement of activities Interest</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Note 6: Net Assets

Net Assets Without Donor Restrictions

Net assets without donor restrictions at December 31 consist of:

<table>
<thead>
<tr>
<th></th>
<th>2020</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Undesignated</td>
<td>$ 20,578,211</td>
<td>$ 20,184,436</td>
</tr>
<tr>
<td>Internally designated for</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Emergency funds</td>
<td>183,691</td>
<td>183,691</td>
</tr>
<tr>
<td>Program working capital funds</td>
<td>(2,312,298)</td>
<td>(2,000,410)</td>
</tr>
<tr>
<td></td>
<td>(2,128,607)</td>
<td>(1,816,719)</td>
</tr>
<tr>
<td></td>
<td>$ 18,449,604</td>
<td>$ 18,367,717</td>
</tr>
</tbody>
</table>

Net Assets With Donor Restrictions

Net assets with donor restrictions December 31, 2019, were $100,886 and were for the AOA Building Investment Campaign. As of December 31, 2020, the remaining receivables related to the campaign were fully reserved for and net assets with donor restrictions were $0.

Net Assets Released from Restriction

Net assets were released from donor restriction through the payment of pledges for the AOA Building Investment Campaign. Total releases for 2020 and 2019 were $21,125 and $56,052, respectively.

Note 7: Unconsolidated Entities

The Association has agreements with the American Board of Optometry ("the Company") and American Optometric Student Association ("AOSA") in which the Association provides certain staffing, support and facilities for the Company and AOSA. The Association, Company and AOSA are not financially interrelated organizations.

The Association’s accounts receivable include amounts due from the Company of $3,950 and $5,339 for the years ended December 31, 2020 and 2019, respectively. The Association’s accounts receivable from AOSA were $72,175 and $196,503 for the years ended December 31, 2020 and 2019, respectively.
Note 8: Defined Contribution Plan

The Association has a 401(k) contributory pension plan to which the Association contributes an amount up to 5.5 percent of eligible (as to age and length of service) employees’ annual compensation, as defined. Expense under this plan was approximately $400,000 and $398,000 for the years ended December 31, 2020 and 2019, respectively.

Note 9: Fair Value Measurements and Disclosures

Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. Fair value measurements must maximize the use of observable inputs and minimize the use of unobservable inputs. There is a hierarchy of three levels of inputs that may be used to measure fair value:

- **Level 1** Quoted prices in active markets for identical assets or liabilities
- **Level 2** Observable inputs other than Level 1 prices, such as quoted prices for similar assets or liabilities; quoted prices in markets that are not active; or other inputs that are observable or can be corroborated by observable market data for substantially the full term of the assets or liabilities
- **Level 3** Unobservable inputs supported by little or no market activity and are significant to the fair value of the assets or liabilities

**Recurring Measurements**

The following table presents the fair value measurements of assets and liabilities recognized in the accompanying statements of financial position measured at fair value on a recurring basis and the level within the fair value hierarchy in which the fair value measurements fall at December 31, 2020 and 2019:
## Fair Value Measurements Using

<table>
<thead>
<tr>
<th></th>
<th>Quoted Prices in Active Markets for Identical Assets (Level 1)</th>
<th>Significant Other Observable Inputs (Level 2)</th>
<th>Significant Unobservable Inputs (Level 3)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>December 31, 2020</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Assets</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Investments</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Common stocks, diverse industry sectors</td>
<td>$8,283,063</td>
<td>$8,283,063</td>
<td>$ -</td>
</tr>
<tr>
<td>Money market funds</td>
<td>1,376,793</td>
<td>1,376,793</td>
<td>-</td>
</tr>
<tr>
<td>Corporate bonds, primarily financial sector</td>
<td>1,366,122</td>
<td>-</td>
<td>1,366,122</td>
</tr>
<tr>
<td>Government bonds</td>
<td>1,243,870</td>
<td>-</td>
<td>1,243,870</td>
</tr>
<tr>
<td>Certificates of deposit</td>
<td>634,456</td>
<td>-</td>
<td>634,456</td>
</tr>
<tr>
<td>Mutual funds, diverse types of funds</td>
<td>3,626,662</td>
<td>3,626,662</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total investments</strong></td>
<td>$16,530,966</td>
<td>$13,286,518</td>
<td>$3,244,448</td>
</tr>
<tr>
<td><strong>Liabilities</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Interest rate swap agreement</td>
<td>$(661,221)</td>
<td>$ -</td>
<td>$(661,221)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>Quoted Prices in Active Markets for Identical Assets (Level 1)</th>
<th>Significant Other Observable Inputs (Level 2)</th>
<th>Significant Unobservable Inputs (Level 3)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>December 31, 2019</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Assets</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Investments</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Common stocks, diverse industry sectors</td>
<td>$7,047,036</td>
<td>$7,047,036</td>
<td>$ -</td>
</tr>
<tr>
<td>Money market funds</td>
<td>353,151</td>
<td>353,151</td>
<td>-</td>
</tr>
<tr>
<td>Corporate bonds, primarily financial sector</td>
<td>1,999,488</td>
<td>-</td>
<td>1,999,488</td>
</tr>
<tr>
<td>Government bonds</td>
<td>1,080,876</td>
<td>-</td>
<td>1,080,876</td>
</tr>
<tr>
<td>Certificates of deposit</td>
<td>1,514,068</td>
<td>-</td>
<td>1,514,068</td>
</tr>
<tr>
<td>Mutual funds, diverse types of funds</td>
<td>3,282,772</td>
<td>3,282,772</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total investments</strong></td>
<td>$15,277,391</td>
<td>$10,682,959</td>
<td>$4,594,432</td>
</tr>
<tr>
<td><strong>Liabilities</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Interest rate swap agreement</td>
<td>$(329,888)</td>
<td>$ -</td>
<td>$(329,888)</td>
</tr>
</tbody>
</table>
Following is a description of the valuation methodologies and inputs used for assets and liabilities measured at fair value on a recurring basis and recognized in the accompanying statements of financial position, as well as the general classification of such assets and liabilities pursuant to the valuation hierarchy. There have been no significant changes in valuation techniques during the year ended December 31, 2020.

**Investments**

Where quoted market prices are available in an active market, investments are classified within Level 1 of the valuation hierarchy. If quoted market prices are not available, then fair values are estimated by using pricing models, quoted prices of securities with similar characteristics, the inputs of which are market-based or independently sourced market parameters, including but not limited to, yield curves, interest rates, volatilities, prepayments, defaults, cumulative loss projections and cash flows. Such investments are classified in Level 2 of the valuation hierarchy. In certain cases where Level 1 or Level 2 inputs are not available, investments are classified within Level 3 of the hierarchy.

**Interest Rate Swap Agreement**

The fair value is estimated using forward-looking interest rate curves and discounted cash flows that are observable or can be corroborated by observable market data and, therefore, are classified within Level 2 of the valuation hierarchy.

**Note 10: Significant Estimates and Concentrations**

Accounting principles generally accepted in the United States of America require disclosure of certain significant estimates and vulnerabilities due to certain concentrations. Those matters include the following:

**Investments**

The Association invests in various investment securities. Investment securities are exposed to various risks such as interest rate, market and credit risks. Due to the level of risk associated with certain investment securities, it is at least reasonably possible that changes in the values of investment securities will occur in the near term and that such change could materially affect the amounts reported in the accompanying statements of financial position.

**Allowance for Uncollectible Receivables**

Estimates of the allowance for uncollectible receivables are described in Note 1.
Note 11: Commitments

The Association has committed to future locations where conferences will be held for various years through 2029. As such, the Association has entered into agreements with hotels and convention centers at each future location which have cancellation penalties. No cancellation penalties were incurred during 2020 or 2019. No liability was recorded or known as of December 31, 2020 and 2019. Should the Association cancel for a reason not allowed under any existing contracts, the approximate maximum penalties associated with commitments through 2029 are approximately $8,500,000 as of December 31, 2020.

Note 12: Liquidity and Availability

Financial assets available for general expenditure, that is, without donor or other restrictions limiting their use, within one year of December 31, 2020 and 2019, are cash and investment balances of $17,680,936 and $16,458,167, respectively.

The Association manages its liquidity and reserves following three guiding principles: operating within a prudent range of financial soundness and stability, maintaining adequate liquid assets to fund near-term operating needs and maintaining sufficient reserves to provide reasonable assurance that long-term obligations will be discharged.

Note 13: Revenue from Contracts with Members and Customers

Membership Dues

Revenue from contracts with members for annual dues is reported at the amount that reflects the consideration to which the Association expects to be entitled in exchange for providing membership benefits. These amounts are due from members and others and do not include variable consideration.

Revenue is recognized as performance obligations are satisfied, which is ratably over the membership term using the input method. Generally, the Association bills members annually with payment due quarterly.

Industry Support, Registration Income and Exhibit Booths and Meetings

Revenue from contracts with customers for industry support, registration income and exhibit booths and meetings is reported at the amount that reflects the consideration to which the Association expects to be entitled in exchange for providing goods or services to the customer. These amounts are due from customers and do not include variable consideration.
Revenue is recognized as performance obligations are satisfied, which is at a point in time. Generally, for industry support, registration income and exhibit booths and meetings, the point in time coincides with an event at which time the goods or services are provided to the customer.

**Accreditation Council on Optometric Education Site Visits and Fees**

Revenue from contracts with professionals for Accreditation Council on Optometric Education (“ACOE”) site visits and fees are reported at the amount that reflects the consideration to which the Association expects to be entitled in exchange for providing services to the professional. These amounts are due from professionals and do not include variable consideration.

The performance obligations include application processing, site visits and providing annual accreditation status. Revenue is recognized as performance obligations are satisfied, which is at a point in time.

**Sale of Printed Materials**

Revenue from the sale of printed materials is measured as the amount of consideration the Association expects to receive in exchange for transferring the materials to customers. The revenue is reported net of sales discounts offered to customers. The Association recognizes revenue when performance obligations under the terms of contracts with its customers are satisfied, which occurs when control passes to a customer to enable them to direct the use of and obtain benefit from a product which is when the product is shipped.

**Advertising Revenue**

Revenue from contracts with customers for advertising revenue is reported at the amount that reflects the consideration to which the Association expects to be entitled in exchange for advertising. These amounts are due from customer and may include explicit variable consideration based on the amount of advertising space purchased.

Revenue is recognized as performance obligations are satisfied, which is at a point in time and typically at the time the related media is published.

**Other Contract Revenue**

Performance obligations are determined based on the nature of the goods or services provided by the Association in accordance with the contract. Revenue for performance obligations satisfied over time is recognized ratably over the period based on time elapsed. The Association believes this method provides a faithful depiction of the transfer of services over the term of the performance obligation based on the inputs needed to satisfy the obligation.

Revenue for performance obligations satisfied at a point in time is generally recognized when goods or services are provided to customers at a single point in time and the Association does not believe it is required to provide additional goods or services related to that sale.
American Optometric Association  
(Parent-Only)  
Notes to Financial Statements  
December 31, 2020 and 2019

Transaction Price and Recognition

The Association determines the transaction price based on standard charges for goods and services provided, reduced by discounts provided in accordance with the Association’s policy and implicit price concessions provided to customers. The Association determines its estimates of explicit price concessions based on its discount policies. The Association determines its estimate of implicit price concessions based on its historical collection experience with this class of customers. The Association’s revenue streams do not have significant financing components or contract costs.

The Association has determined that the nature, amount, timing and uncertainty of revenue and cash flows are affected by Association’s line of business that provided the service and by customer demand.

For the years ended December 31, 2020 and 2019, the Association recognized revenue of $14,907,355 and $19,100,309, respectively, and from goods and services that transfer to the member or customer over time and $2,734,968 and $6,853,577, respectively, from goods and services that transfer to the member or customer at a point in time.

Contract Balances

The following table provides information about the Association’s net receivables and deferred revenue from contracts with customers:

<table>
<thead>
<tr>
<th></th>
<th>2020</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dues, accounts and other receivables, net, beginning of year</td>
<td>$3,193,707</td>
<td>$2,931,273</td>
</tr>
<tr>
<td>Dues, accounts and other receivables, net, end of year</td>
<td>$3,303,027</td>
<td>$3,193,707</td>
</tr>
<tr>
<td>Deferred revenue, beginning of year</td>
<td>$932,249</td>
<td>$1,020,969</td>
</tr>
<tr>
<td>Deferred revenue, end of year</td>
<td>$1,959,513</td>
<td>$932,249</td>
</tr>
</tbody>
</table>

Note 14: Transactions With Affiliated Organization

The Association has an agreement with Optometry Cares – The AOA Foundation (“Foundation”), whereby the Foundation pays a management fee of $10,000 per month to the Association for providing various administrative, technology and occupancy services to the Foundation. Management fee income is included in other income on the parent-only statements of activities and totaled $120,000 in 2020 and 2019. At December 31, 2020 and 2019, the Association had receivables from the Foundation for $51,399 and $10,000, respectively, which is included in other receivables on the parent-only statements of financial position. The Association makes monthly contributions to the Foundation in support of its missions. During 2020 and 2019, the Association paid $200,000 in contributions to the Foundation. In addition, the Association has $46,793 included in accounts payable on the parent-only statements of financial position as of December 31, 2020, for a pledge commitment to a Foundation fundraising campaign.
American Optometric Association  
(Parent-Only)  
Notes to Financial Statements  
December 31, 2020 and 2019

The Association has an agreement with Health Care Alliance for Patient Safety (“APS”) whereby APS pays a management fee of $2,500 per month to the Association for providing administrative services. This fee income is included in other income on the parent-only statements of activities and totaled $30,000 for 2020 and 2019. At December 31, 2020, the Association had receivables from APS for $15,320, which is included in other receivables on the parent-only statements of financial position.

At December 31, 2020 and 2019, the Association received sponsorship and advertisement related income from AOAExcel and APS for $127,500 and $335,000, respectively.

Note 15: Transactions With Wholly-Owned For-Profit Subsidiary

The Association has an agreement with AOAExcel, Inc. (“Excel”), whereby the Excel pays a management fee of $10,000 per month to the Association for providing various administrative, technology and occupancy services to Excel. Management fee income is included in other income on the parent-only statements of activities totaled $120,000 in 2020 and 2019. At December 31, 2020 and 2019, the Association had receivables from Excel for $10,542 which is included in other receivables on the parent-only statements of financial position. Also during 2020, Excel paid $250,000 in dividends to the Association.

In addition, the Association has guaranteed a revolving $1,000,000 line of credit for Excel which matures in July 2021. The available balance was reduced during 2020 from a previous available line of credit of $2,000,000 at the end of 2019. The line is collateralized by the Association’s assets. At December 31, 2020 and 2019, $600,000 and $750,000, respectively, was borrowed on the line. The Association may seek reimbursement from Excel of any amounts expended under the guarantee.

As described in Note 1, the Association’s investment in Excel has been included within these financial statements as investment in subsidiary. The financial position and results of operations of Excel are summarized below:

<table>
<thead>
<tr>
<th></th>
<th>2020</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current assets</td>
<td>$ 636,489</td>
<td>$ 490,709</td>
</tr>
<tr>
<td>Total assets</td>
<td>$ 636,489</td>
<td>$ 490,709</td>
</tr>
<tr>
<td>Current liabilities</td>
<td>$ 870,632</td>
<td>$ 979,694</td>
</tr>
<tr>
<td>Long-term liabilities</td>
<td>32,130</td>
<td>-</td>
</tr>
<tr>
<td>Equity</td>
<td>(266,273)</td>
<td>(488,985)</td>
</tr>
<tr>
<td>Total liabilities and equity</td>
<td>$ 636,489</td>
<td>$ 490,709</td>
</tr>
</tbody>
</table>
American Optometric Association
(Parent-Only)

Notes to Financial Statements
December 31, 2020 and 2019

<table>
<thead>
<tr>
<th></th>
<th>2020</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total revenues</td>
<td>$1,239,456</td>
<td>$1,389,784</td>
</tr>
<tr>
<td>Total expenses</td>
<td>766,744</td>
<td>1,043,263</td>
</tr>
<tr>
<td>Net income</td>
<td>472,712</td>
<td>346,521</td>
</tr>
<tr>
<td>Dividends paid</td>
<td>250,000</td>
<td>-</td>
</tr>
<tr>
<td>Total change in equity</td>
<td>$222,712</td>
<td>$346,521</td>
</tr>
</tbody>
</table>

Note 16: Future Changes in Accounting Principle

Accounting for Leases

The FASB amended its standard related to the accounting for leases. Under the new standard, lessees will now be required to recognize substantially all leases on the statements of financial position as both a right-of-use asset and a liability. The standard has two types of leases for statements of activities recognition purposes: operating leases and finance leases. Operating leases will result in the recognition of a single lease expense on a straight-line basis over the lease term similar to the treatment for operating leases under existing standards. Finance leases will result in an accelerated expense similar to the accounting for capital leases under existing standards. The determination of lease classification as operating or finance will be done in a manner similar to existing standards. The new standard also contains amended guidance regarding the identification of embedded leases in service contracts and the identification of lease and nonlease components in an arrangement. The new standard is effective for the Association for the year beginning January 1, 2022. The Association is evaluating the effect the standard will have on the financial statements; however, the standard is expected to have a material effect on the financial statements due to the recognition of additional assets and liabilities for operating leases.

Note 17: Subsequent Events

Subsequent to year-end, the Association has listed its Alexandria, Virginia property for sale. The property is anticipated to be actively used in operations until a sale occurs. The net book value of the property as of December 31, 2020, was approximately $1,574,000 and was included in Property and Equipment, net, on the statement of financial position. No loss is expected on a sale.

Subsequent events have been evaluated through May 14, 2021, which is the date the parent-only financial statements were available to be issued.
AMERICAN OPTOMETRIC ASSOCIATION

DECEASED MEMBERS

NOVEMBER 1, 2020–APRIL 30, 2021
And Other Members Not Previously Reported

HOUSE OF DELEGATES–124th ANNUAL AOA CONGRESS &
OPTOMETRY’S MEETING
JUNE 2021
DENVER, CO

As reported by the Affiliated Associations
ALABAMA
JOE HAROLD BAILEY, O.D. MONTGOMERY, AL
OLLIE PowE, III, O.D. MOBILE, AL

ARIZONA
MARTIN LADERMAN, O.D. PHOENIX, AZ

ARMED FORCES OPTOMETRIC SOCIETY
CAPT. JAMES W. LANGFORD, O.D.

CALIFORNIA
BONNIE L. ALLEN, O.D. LOS ANGELES, CA
ROBERT L. EVANS, O.D. LAS VEGAS, NV
ALLAN N. FREID, O.D. CARSON, CA
GERRY W. GEE, O.D. THOUSAND OAKS, CA
JAMES B. MAYER, O.D.

FLORIDA
WILLIAM P. MURRELL, O.D.

GEORGIA
WILLIAM C. BRANAN, O.D. WASHINGTON, GA
ERWIN G. BRAUN, O.D. JACKSONVILLE, AL
F. ROBERT GINSBERG, O.D. ATLANTA, GA
ISAAC A. MAXWELL, JR., O.D. COLUMBUS, GA
JAMES S. PACK, O.D. MARIETTA, GA
LESTER L. PORTER, O.D. DUBLIN, GA

HAWAII
JAN L. HIRAKAWA, O.D. HONOLULU, HI
ROY T. HIRAKAWA, O.D. HONOLULU, HI
ARNOLD E. WIDDER, O.D. HONOLULU, HI
IIllinois

John C. Engstrom, O.D.
Harry E. Horner, O.D.
Kirk D. Kvitle, O.D.
Calvin J. Maginel, O.D.
Ivan D. Meyer, O.D.
Harold Weinberg, O.D.

Rolling Mdws, Il
Palatine, Il
Quincy, Il
Anna, Il
Northbrook, Il
Land O Lakes, Fl

Indiana

Timothy J. De Boer, O.D.
John D. Shackle, O.D.
John C. Sieglitz, O.D.
Larry G. Weimer, O.D.

Demotte, In
Indianapolis, In
Vevey, In
Greensburg, In

Iowa

Thomas H. Boeke, O.D.
George R. Mcalpin, O.D.
Max L. Smith, O.D.

Spirit Lake, Ia
Washington, Ia

Kansas

B. B. Herndon, O.D.
Joseph B. Sullivan, O.D.

Wichita, Ks
Wichita, Ks

Kentucky

Ramona P. Clifton, O.D.
Ferdinand J. Metzger, Sr., O.D.

Florence, Ky

Louisiana

Irby P. Dupont, O.D.
David D. Kirby, O.D.
Tim H. Mckinnon, O.D.
Marcus D. Yeager, O.D.

Baton Rouge, La
Bossier City, La
Deridder, La
West Monroe, La
MASSACHUSETTS

DAVID L. FRIEDMAN, O.D. WESTFORD, MA
C. FARRELL GALLOWAY, O.D. BONITA SPRINGS, FL
ROBERT J. GROSS, O.D. LOS ANGELES, CA
WILLIAM J. HOGAN, O.D. N. BROOKFIELD, MA
ARNOLD KATZ, O.D. MARLBOROUGH, MA
CELESTE M. LYDON, O.D. STONEHAM, MA
JAMES PIALTOS, O.D. SHREWSBURY, MA
CLARENCE H. PRAHM, O.D. SPRINGPORT, MI
DAVID V. REGAN, O.D. MICHIGAN
WILLIAM F. ROSSELLI, O.D. GROSSE POINTE WOODS, MI
WILLIAM WORK, JR., O.D. N. FALMOUTH, MA

MICHIGAN

OWEN R. DUEWEKE, O.D. KALAMAZOO, MI
PATRICIA J. HILL, O.D. SPRINGPORT, MI
RICHARD R. KOTIK, O.D. HOLLAND, MI
ROBERT G. NESOM, O.D. GROSSE POINTE WOODS, MI

MISSISSIPPI

CHARLES L. JONES, JR., O.D.

MISSOURI

JOHN L. NOE, O.D. BUTLER, MO

NEBRASKA

WILLIAM D. GRANGE, O.D. PAPILLION, NE
STANLEY J MALASHOCK, O.D. CHAPPELL, NE
WILLIAM C. REICHMAN, O.D. LINCOLN, NE
EDMUND A. SCHNEIDER, JR., O.D.

NEW JERSEY

PETER P. FRISKO, JR., O.D. SOMERS POINT, NJ
RICHARD M. GOLDSMITH, O.D. SOMERSET, NJ
CONRAD G. MODICA, O.D. NORTH HALEDON, NJ
PERRY SAVOY, O.D. WEST ORANGE, NJ
NEW YORK
YVES J. ALLOUCHERIE, O.D. WATERVLIET, NY
DAVID E. FITZGERALD, O.D. CORNWALL HDSN, NY
H. LEONARD FLAM, O.D. GREENLAWN, NY
GORDON HARRIS, O.D.

NORTH CAROLINA
ROBERT N. ROSENSTEIN, O.D. DURHAM, NC
LARRY L. WALTER, O.D. HICKORY, NC

OHIO
FORREST D. BAILLIE, O.D. ZANESVILLE, OH
DAVID M. DREFFER, O.D. HURON, OH
JOHN R. LOESCH, O.D. ENGLEWOOD, OH
LOYD M. MORRIS, O.D.
DONALD W. OWENS, O.D.
RICHARD W. STANG, O.D.
DAVID T. WERT, O.D.
MARVIN H. WHITMAN, O.D.

OKLAHOMA
NORMAN W. HINKLE, O.D. OWASSO, OK

PENNSYLVANIA
RICHARD L. GULDEN, O.D. LEMOYNE, PA
FRANK J. MOTTOLA, O.D. MOUNTAIN TOP, PA
CARL R. URBANSKI, O.D.
ALVIN WEINBERG, O.D.

RHODE ISLAND
CHARLES H. CASEY, JR., O.D. WARWICK, RI
MICHAEL A. CONSIGLIO, O.D. JOHNSTON, RI
PAUL E. PARENT, O.D. PROVIDENCE, RI
SOUTH CAROLINA
DONALD D. DUNTON, O.D. HARTSVILLE, SC

TENNESSEE
JAMES P. CRUTCHFIELD, O.D. NEW TAZEWELL, TN
CHARLES J. FOSTER, O.D. NEWPORT, TN
ADAM S. YORK, O.D. CLARKSVILLE, TN

TEXAS
MERVYN P. BLOOM, O.D.

UTAH
BRUCE J. PARSONS, O.D. MURRAY, UT

WEST VIRGINIA
ROBERT W. CHAMBERS, O.D.

WISCONSIN
FRANK E. BALDWIN, O.D. SUN PRAIRIE, WI
MARILYN B. HEINKE, O.D. CEDARSVILLE, OH

DISTINGUISHED MEMBERS
GERALD J. EASTON, O.D. CORONADO, CA
Activity Reports

2020-2021

Councils

Accreditation Council on Optometric Education

Judicial Council

Section

Contact Lens and Cornea Section

Commission

Commission on Paraoptometric Certification

Committee

Ethic and Values Committee
Composition of Council and Staff

This has been a year of change for the ACOE, with new leadership and several new members.

Council: William L. Ratcliff, O.D., chair, retired from the Council at the conclusion of his term on June 30, 2020. Stephanie Messner, O.D., who most recently served as Vice Chair, was appointed as Chair. The Council welcomed three new members in 2020. The composition of the Council is as follows:

<table>
<thead>
<tr>
<th>Member</th>
<th>Member Type</th>
<th>Initial Appointment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Stephanie Messner, O.D, Chair</td>
<td>Educator</td>
<td>2013</td>
</tr>
<tr>
<td>G. Timothy Petit, O.D., Vice Chair</td>
<td>Practitioner</td>
<td>2019</td>
</tr>
<tr>
<td>Patricia M. Capone, B.S. COTA/L</td>
<td>Public Member</td>
<td>2019</td>
</tr>
<tr>
<td>Luanne K. Chubb, O.D.</td>
<td>State Board</td>
<td>2018</td>
</tr>
<tr>
<td>Julie DeKinder, O.D.</td>
<td>Residency Educator</td>
<td>2018</td>
</tr>
<tr>
<td>Lauren Kelsey Haverly, O.D.</td>
<td>Practitioner</td>
<td>2020</td>
</tr>
<tr>
<td>Ann Hayden-Finger, CPOT</td>
<td>Optometric Technician</td>
<td>2012</td>
</tr>
<tr>
<td>William L. Miller, O.D., Ph.D.</td>
<td>Educator</td>
<td>2020</td>
</tr>
<tr>
<td>Laura M. Neumann, DDS, MPH</td>
<td>Public Member</td>
<td>2012</td>
</tr>
<tr>
<td>David N. Yang, O.D.</td>
<td>Practitioner</td>
<td>2015</td>
</tr>
<tr>
<td>vacant</td>
<td>State Board</td>
<td>2020</td>
</tr>
</tbody>
</table>

Staff: After 46 years with the AOA and 34 with the ACOE, Joyce Urbeck retired from her role as the ACOE Director. The position was filled in September 2020 by Stephanie Puljak. Ms. Puljak came to the ACOE with many years of managed care experience, overseeing operations and accreditation compliance. Tracy Wirth, ACOE Associate Director, celebrated 21 years with the ACOE. Ginni Mittler, Coordinator, retired and a search is underway for her replacement. Kim Mohr, EdD, Manager, Residency Programs, and Dana Wynn, Site Visit and Training Specialist, comprise the rest of the team.

COVID-19 Impact and Actions

The ACOE was able to adapt to the challenges presented by the COVID-19 pandemic. Most on-site visits scheduled in 2020 were postponed, allowed under flexibilities extended by the U.S. Department of Education (USDE). As the pandemic persisted, the ACOE established a process to conduct site visits virtually, also allowed under USDE flexibilities. To date, the ACOE has successfully completed virtual visits to 32 programs (4 optometric degree (O.D.) programs and 28 residency programs). The ACOE prioritized scheduling virtual visits to initial residency program applicants, and 22 of the 28 residency programs visited are applying for initial accreditation. All programs for which a virtual visit was
conducted in order to enable the ACOE to render an accreditation decision will undergo an on-site visit of narrower scope, per USDE requirements; the current outlook is that these ‘follow-on’ visits will likely occur in 2022. Throughout the pandemic, the ACOE continued to monitor the status of accredited programs and was impressed by the overall level of resiliency displayed.

**Accreditation Activities**

The ACOE conducted its three yearly business meetings utilizing a virtual format. The programs that underwent on-site visits prior to the onset of the pandemic, as well as a handful of others, were considered for accreditation-related determinations.

**Optometric Degree Programs:** Four programs underwent ACOE consideration over the year.

- University of Pikeville Kentucky College of Optometry (UPKCO) was awarded the status of Accredited in the 2020 ACOE Annual meeting following a virtual on-site visit in April; an on-site ‘follow-up’ visit will be scheduled. The program previously held the preccreditation status of Preliminary Approval.
- Lincoln Memorial University College of Optometric Medicine (LMU-COM) was approved for the ACOE’s Stage One Applicant Status in its Fall Meeting held in October 2020. Stage One status is not an official preaccreditation status and programs are not allowed to enroll students; it is a step on the pathway toward accreditation status.
- Rocky Mountain University of Health Professions (RMUoHP) College of Optometry was also approved for the ACOE’s Stage One Applicant Status in its Fall Meeting held in October 2020.
- Midwestern University Chicago College of Optometry (MU CCO) was awarded the status of Accredited in the ACOE Annual meeting held in February 2021. This determination followed a virtual on-site visit in December; an on-site ‘follow-up’ visit will be scheduled. The program previously held the preccreditation status of Preliminary Approval.

**Optometric Residency Programs:** Six programs underwent ACOE consideration over the year. For the following programs, the classification of Accredited was continued.

- Ralph H. Johnson VAMC Residency in Primary Care Optometry, affiliated with Southern College of Optometry (SCO);
- Pennsylvania College of Optometry (PCO) at Salus University Residency in Low Vision Rehabilitation;
- PCO at Salus University Residency in Pediatric Optometry/Vision Therapy;
- PCO at Salus University Residency in Primary Eye Care/Ocular Disease;
- Chillicothe/ Columbus VA residency in Ocular Disease & Primary Eye Care, affiliated with The Ohio State University, College of Optometry (TOSU); and
- Clayton Eye Center Residency in Primary Eye Care/Emphasis in Ocular Disease, affiliated with Nova Southeastern University, College of Optometry.

One residency program – the Albuquerque VA Residency in Ocular Disease, affiliated with the University of Houston, College of Optometry (UHCO) - had its accreditation status withdrawn by the Council at its June 2020 meeting. In the progress report provided to the ACOE in May 2020, the program reported that the majority of the faculty, including a residency coordinator, had not been replaced. The program
also reported a hiring freeze, preventing timely replacement of the program faculty. The Council considered the loss of faculty and coordinator, without rapid replacement, a major loss of resources. As a result, the Council decided to withdraw accreditation effective August 23, 2020.

Optometric Technician Programs: No Optometric Technician programs were considered by the ACOE.

**Accredited Programs**
The ACOE publishes directories of accredited programs on its website, [www.theacoe.org](http://www.theacoe.org). A summary is provided below.

<table>
<thead>
<tr>
<th>Program Type</th>
<th>Accredited</th>
<th>Accredited w/ Conditions</th>
<th>Preliminary Approval</th>
<th>Stage 1 or 2 Applicant</th>
</tr>
</thead>
<tbody>
<tr>
<td>O.D. Programs</td>
<td>25</td>
<td>0</td>
<td>0</td>
<td>2</td>
</tr>
<tr>
<td>Residency Programs</td>
<td>237</td>
<td>0</td>
<td>NA</td>
<td>NA</td>
</tr>
<tr>
<td>Technician Programs</td>
<td>2</td>
<td>0</td>
<td>NA</td>
<td>NA</td>
</tr>
</tbody>
</table>

**Other Council Activities**
**USDE & CHEA Recognition:** The ACOE is recognized as an accrediting body by both the USDE and the Council on Higher Education Accreditation (CHEA), a non-governmental agency concerned with quality assurance in education. Recognition by the USDE is critical as it enables accredited programs to establish eligibility for federal programs under the Title VII Public Health Service Act and to participate in the Department of Veterans Affairs, Veterans Health Administration education and training program for optometry residency programs.

USDE and CHEA reaffirmation activities are in full swing. A revamped Policy and Procedure (P&P) Manual was drafted, encompassing the requirements of both USDE and CHEA. The USDE petition is due July 31 and the CHEA narrative on August 23, 2021. Reaffirmation by USDE will be considered in 2023 and by CHEA in 2022. The P&P Manual was distributed to the communities of interest for comment and will be considered by the ACOE in its 2021 Annual Meeting.

**ACOE Mission, Goals, and Objectives:** In January, the ACOE launched a feedback survey to the communities of interest. The input provided played a key role in the proposed revamp of the ACOE’s mission, goals, and objectives. The Planning Committee developed the proposal, which was accepted by the ACOE, and subsequently distributed to the communities of interest for comment. The new, streamlined mission, goals, and objectives reflect not only a fresh perspective, but also, in partnership with the Planning Committee, implementation of an enhanced process for self-assessment and continuous improvement.

**ACOE Fee Structure:** The Planning Committee of the ACOE evaluated financial projections for the ACOE and compared costs of accreditation with peer agencies. The committee developed a recommendation, which was accepted by Council, for revisions to the fee structure to enable the Council’s financial self-sustainability. The recommendation was distributed to the communities of interest for comment and will be considered at the ACOE’s 2021 Annual Meeting.
Diversity, Equity, and Inclusion: The Professional Optometric Degree Committee of the ACOE considered a request of the Association of Schools and Colleges of Optometry (ASCO) for the inclusion of the topics of diversity, equity, and inclusion (DEI) and cultural competency into its curriculum standards. The committee developed a recommendation, which was accepted by Council. The recommendation was distributed to the communities of interest for comment and will be considered by the ACOE in its Annual Meeting in June 2021.

Ethical Behavior: The subject of a standard or policy regarding institutional ethics and integrity was initially raised in 2019. The Professional Optometric Degree Committee of the ACOE prepared and presented a draft Policy to the ACOE in February 2021. The ACOE accepted the proposed Policy for distribution to the communities of interest for comment and agreed to include within the new ACOE P&P Manual being drafted and will be considered by the ACOE in its 2021 Annual Meeting.
In 2020, no resolutions were presented by the AOA House of Delegates to the Judicial Council for review.

The full text of all resolutions and motions is available on the AOA website, or you may request a copy by contacting the AOA General Counsel’s Office at 314.983.4131 or legal@aoa.org.

Barbara L. Horn, O.D., chair  
Samuel D. Pierce, O.D.  
Hilary L. Hawthorne, O.D.  
Douglas L. Totten, O.D.  
Christopher J. Quinn, O.D.  
Brian Atlas, J.D., staff  
Mike Stokes, J.D., staff
The Contact Lens & Cornea Section (CLCS) Council has remained active and engaged in 2021. The CLCS provided key guidance throughout the pandemic to ensure that doctors had the up-to-date information needed to address contact lens concerns and COVID-19. As we look to recovery and regrowth following the pandemic, the CLCS is focused on educating and sharing resources regarding exciting new developments in the contact lens space. The Council plans to engage in education on myopia control and presbyopia in the coming months. As contact lens wear can be hugely impactful for patients at all stages of life, the Council is committed to focusing on the wide-ranging innovation and impact of these medical devices.

In addition to education efforts, the Council continues to encourage and develop the next generation of contact lens experts. In August 2020, the Council hosted the Contact Lens and Cornea Section Residency Forum. The forum had a record-setting number of resident attendees. The Forum was sponsored by CooperVision and was provided virtually. This two-day event featured content on contact lenses and best practices for dealing with the coronavirus, guidance for those new to practice, myopia management, keratoconus care and more. This event remains a critical touch point for engaging with future leaders in contact lenses. In August 2021, the Council will host an in-person Contact Lens & Cornea Section Residency Forum. The Forum will again be sponsored by CooperVision. The Council is thrilled to have the opportunity to connect in person with these future contact lens leaders. CLCS is committed to providing information and education to optometry students and plans to pilot programs on school campuses to bring contact lens education to students before and during clinical rotations.

The Council has also continued to serve as a resource for AOA staff in development of outreach and strategy with federal agencies related to the use of mobile applications to create contact lens prescriptions and online contact lens retailers who disregard current law. To date, nearly 200 retailers have been identified that the AOA has contacted to inform of the U.S. law regarding the sale of contact lenses. While the AOA is not a regulatory enforcement agency, these letters are copied to both the FDA and the Federal Trade Commission (FTC) for appropriate intervention as necessary, and recently those efforts yielded a considerable win for patient safety.

The Council looks forward to continuing efforts to educate, advocate and influence in 2021 and beyond.
The Commission on Paraoptometric Certification (CPC) offers three levels of certification plus a specialty coding certification. The Certified Paraoptometric (CPO), Certified Paraoptometric Assistant (CPOA), and Certified Paraoptometric Technician (CPOT) examinations are all nationally accredited by the National Commission for Certifying Agencies (NCCA). Accreditation serves as a benchmark on how organizations should conduct certification. NCCA uses a peer review process to: establish accreditation standards; evaluate compliance with the standards; recognize organizations/programs that demonstrate compliance; and serve as a resource on quality certification.

Each examination level consists of a recommended self-study program and computer-based examination. Paraoptometric certification provides a formal declaration of education and skill achievement by:

- Recognizing formally those individuals who meet all requirements of the Commission on Paraoptometric Certification;
- Encouraging continued advancement of the education skills of the paraoptometric;
- Establishing and measuring the level of knowledge required for certification of paraoptometrics;
- Promoting a standard of requisite knowledge required for certification, thereby assisting the employer, public and members of the health professions in the assessment of paraoptometrics.

2020-2021 Commission on Paraoptometric Certification

Stacey Thibodeau, CPOT, CPOC – Chair  
Janet Millis, CPOT – Vice-Chair  
Kris VanSickle, CPOT –Immediate Past Chair  
Sally Greeley, CPOT – Member  
Sasha Radford, OD – Member  
Miranda Potter, CPOA, Member, was removed from the Commission, leaving a vacancy.

AOA Staff: Sharon Alderson, Manager of Paraoptometric Certification Programs – Staff Liaison  
Sarah Sutherland, Director of Education and Training

Commission Activities

The CPC conducted a Job Task Analysis (JTA) study in 2019 that was completed in 2020. CPC appointed a JTA task force to review tasks from previous surveys to determine relevant tasks to be kept, new tasks that should be added, tasks which should be discarded, and designated knowledge and skills areas for each certification level. Three separate surveys were conducted by way of an electronic survey emailed to certified and uncertified stakeholders. The Certified Paraoptometric Coder (CPOC) was not included in the JTA. (However, the CPOC examination was reviewed during the virtual annual test review meeting in August 2020.) Following the JTA survey new content outlines based on the survey results were
developed for the 2021 examinations for the CPO, CPOA, and CPOT examinations. The CPC's Test Development Committee conducted its annual test review meeting virtually in August and with the assistance of Professional Testing Corporation (PTC), developed new examination forms based on the new outlines. The first examinations using the new examination forms were conducted in February 2021, except the CPOT written and clinical examinations. With the advice and guidance of PTC, the CPC determined, for several reasons, that offering the CPOT examinations twice per year rather than quarterly would produce more psychometrically sound examination equating and better meet the NCCA accreditation standards. Going forward, the CPOT written and clinical examinations will be offered only during the May and November administrations. Additionally, another panel was appointed to participate in a cut score study with PTC consultants and psychometricians. The purpose of this panel was to determine the appropriate passing standard for the new examinations and present their recommendations to the Commission for approval. Both the Job Task Analysis and Cut Score Reports are available on the AOA website. The 2020 Year in Review is also available (based on the calendar year).

- Administered 1,037 computer-based paraoptometric certification examinations between July 2020 and February 2021. 554 candidates were registered for the May 2021 examinations.
- With the assistance of AOA I.T. Department, CPC created an online certification renewal submission form that paraoptometrics could use to upload their continuing education forms and pay their renewal fee online. Accommodations were made to the certification renewal requirements due to COVID-19 restrictions. 996 or 44% of those due to renew in 2020, renewed their paraoptometric certification.
- The annual NCCA accreditation report was prepared and submitted by CPC staff in March. Preparations for the 5-year reaccreditation application began in 2019 and continue through the present day. The application is being prepared by CPC staff and is currently under review by PTC before submission to NCCA through the online application portal. The application is due by August 31, 2021.

The work of the CPC is conducted through three standing committees:

**Coding Certification Examination Committee** – Chair: Stacey Thibodeau, CPOT, CPOC
- Solicits and develops new exam items and reviews all items submitted by its members or other paraoptometrics. Committee members and subject matter experts also participate in the annual review of test items for the Certified Paraoptometric Coding (CPOC) Exam.

**Continuing Education Review Committee** – Chair: Kris Van Sickle, CPOT
- Reviewed and approved 363 courses (a total of 549 hours of paraoptometric CE) that were submitted by 46 organizations between July 1, 2020 and May 1, 2021.

**Certification Examination Committee** – Co-Chairs: Catherine Firman, CPOT and Tami Franklin, CPOT
- Reviews and solicits items for the CPO, CPOA, and CPOT written and clinical exams.
- Annual item review meetings for all examinations were conducted via conference call in April and May 2021. The annual test review meeting was held virtually in August 2020 with guidance provided by Professional Testing Corporation. During this meeting, exam items selected for use in the coming year were reviewed for clarity, accuracy, and continued relevance to ensure
uniform quality of the examinations year to year and in accordance with the 2021 exam outlines.

- Commission strives to assure that the CPC continues to meet the NCCA accreditation standards.

**Examination Results**

(August 2020 through February 2021; the May 2021 exam results were not available at the time of this report.)

**CPO Examination**
- 534 candidates sat for the exam with 326 (61%) passing on the first or second attempt.

**CPOA Examination**
- 153 candidates sat for the exam with 111 (72.5%) passing on the first or second attempt.

**CPOT Examination Part 1 (Written)**
- 41 candidates sat for the written exam with 29 (70.7%) passing on the first or second attempt.
  CPOT candidates must pass both the written and clinical exams with an 18-month period before attaining the CPOT designation.

**CPOT Examination Part 2 (Clinical)**
- 47 candidates sat for the clinical exam with 31 (66%) passing on the first or second attempt.

**CPOC Examination**
- 45 candidates sat for the exam with 35 (78%) passing on the first or second attempt.
The AOA House of Delegates adopted Resolution No. 1883 in 1991, modified in 2010, which established a standing committee dealing with ethics and values of optometric care and services with a broad mission and focus to address a variety of circumstances and problems which exist in the health care arena that affect the practices and services of doctors of optometry.

Current Ethics and Values Committee (EVC) members are Douglas Totten, O.D., Morris Berman, O.D., Gary Chu, O.D., Sandra Fortenberry, O.D., Hilary Hawthorne, O.D., Katie Spear, O.D., JD, and Satya Verma, O.D. EVC is assisted by AOA staff members Brian Atlas, JD, Assistant Counsel, and Mike Stokes, JD, General Counsel.

EVC members met during Optometry’s Meeting in St. Louis on June 19, 2019, as well as at the mid-year planning meeting held in St. Louis from January 31-February 1, 2020. EVC members met for virtual conference calls on September 24, 2020, and January 30, 2021 (Leaders Summit). Committee members otherwise communicated through Basecamp and email exchanges. The established “Ethics Forum” for doctors of optometry constituted most of the work for the committee during the past two years. Cases are now published in AOA’s EyeLearn platform to further the education of doctors of optometry regarding matters important to the profession. Furthermore, the “Human Trafficking” and the “Service Animals and the ADA” case studies were turned into brief educational modules, also available in EyeLearn. The purpose of the case studies is to foster ethical practices for the optometric community by providing a vehicle for discussion and education. In the June 2019-May 2021 period, the following case studies were published:

- Ethical Considerations when Selling a Practice
- Telehealth Care
- Service Animals in the Practice
- Dr. Google
- Private Equity Practice Sale Considerations
- Overprescribing
- Coding Abuse

EVC invites input and welcomes doctors of optometry to submit cases they wish to have discussed in the forum.
EVC is proud to announce that member Dr. Verma was inducted into the National Optometry Hall of Fame in 2020.

EVC expresses gratitude to Robert Moses, O.D., for serving on the Committee through 2020. I am also grateful for the superb support by the AOA staff and for the opportunity to work with caring and hardworking people on behalf of our profession.

Respectfully submitted,

Douglas L. Totten
Activity Reports
2020-2021

American Academy of Optometry
American Board of Optometry
American Optometric Student Association
AOAExcel
Association of Regulatory Boards of Optometry
Association of Schools and Colleges of Optometry
College of Optometrists in Vision Development
Health Care Alliance for Patient Safety
Health Policy Institute
National Association of VA Optometrists
National Board of Examiners in Optometry
Optometric Extension Program Foundation
Optometry Cares – The AOA Foundation
World Council of Optometry
2020: Transforming Challenges into Award Winning Accomplishments
While 2020 was a challenging year for many, the American Academy of Optometry experienced a year of rapid transformation including: continuing the execution of the Academy’s five-year strategic plan; launching new initiatives based on the changing times; and expanding our educational offerings into a fully digital and virtual realm, with Academy 2020 At Home, which earned a Bronze Award from Eventex.

2019 – 2023 AAO Strategic Plan
The Academy’s Strategic Plan centers on five core Strategic Pillars and related goals: Education, Leadership and Legacy, Membership, Strategic Partnerships, and Research. To learn more about each Pillar, click on the video links below.

Key outcomes achieved include:
- Enhanced in-person and online continuing education;
- Increased engagement among vision scientists and clinical Fellows with new opportunities including Think Tanks, Cochrane Reviews, and a clinical research training program;
- Developed a larger, more active membership that reflects the optometric profession and the population it serves;
- Identified 100 influential Academy leaders for the Academy’s upcoming Centennial Celebration (2022);
- Continued to foster solid strategic partnerships inside and outside of eye care organizations, including a strengthened relationship with the American Academy of Optometry Foundation to advance our shared vision.

Fulfilling our vision, mission, and the goals outlined in this Strategic Plan will require working collaboratively within and across the Academy and with key stakeholders. To do so, we have developed an implementation plan and accountability framework to guide the process and ensure the successful execution of the Strategic Plan.

Strategic Plan Pillars
- Education Pillar, Dr. Greg Nixon, Chair
- Leadership and Legacy Pillar, Dr. Ed Bennett, Chair
- Membership Pillar, Dr. Sherrol Reynolds, Chair
- Strategic Partnerships Pillar, Dr. David Damari, Chair
- Research Pillar, Dr. Suresh Viswanathan, Chair

Student Online Clinical Case Education Program (SOCCEP)
At the onset of the pandemic and as the lockdown became eminent, the 24 schools and colleges of optometry in North America quickly realized their fourth-year students would not be able to earn the final clinical hours necessary to graduate. These 1,800 students, who were on the precipice of becoming doctors, were now facing an uncertain future.
The first objective was to create a communications program to rally our membership, communicate with faculty, and recruit other partners who could deliver hundreds of hours of education, at no cost, almost immediately. Once the program was running, we shifted the communications plan to keep our schools, members, and partners informed on a daily basis to ensure that success metrics were being met.

This six-week program included:

- 139 Presenters
- 202 Sessions
- 2,331 Unique Attendees
- 24 Participating Optometry Schools (primarily in the US and Canada)
- 41,256 Attendees Accessing Sessions
- 1.7 Million Minutes of Education
- 28,731 Hours of Education
- 26 Countries Represented by Attendees

**Academy 2020 At Home**

Due to the COVID-19 pandemic, the American Academy of Optometry was prompted to review and assess opportunities to re-imagine the annual Academy meeting. Scheduled to take place in Nashville, TN, October 7-10, the Academy had less than seven months to research, plan, and implement an alternative meeting option, which ensured staff, attendee, and vendor safety; delivered the quality educational content synonymous with an Academy meeting; and evaluated the financial risk/opportunities associated with the change in meeting type (in-person, hybrid, virtual only).

We issued two “Intent to Attend” surveys in late April and early June to all Academy members and past meeting attendees. Of the 2,355 April survey respondents, 77% indicated they wanted the Academy to deliver a virtual component to the Nashville meeting. Respondents were also interested in a hybrid (in-person/virtual) offering if adequate safety measures were put in place to comply with the CDC guidelines.

Each year, the Academy meeting is held during a four-day period, allowing attendees to earn up to 32 hours of Continuing Education (CE) credits. With the move to virtual, the four-day meeting was expanded to 14 days, with educational sessions running each day at varying times to accommodate attendees’ fluctuating schedules and time zones. This resulted in attendees having the opportunity to earn up to 80 hours of CE credits.

Hosting the first virtual meeting in Academy history, registration estimates were conservative at 4,000 total registrants. Due to demand for optometrists to obtain continuing education credits before the end of the year, Academy 2020 At Home exceeded the estimated number and held strong with an overall attendance of more than 6,400 attendees.

Moving to a virtual format enabled the Academy to reach a larger international audience than in past years. With the exception of 2019, when the Academy meeting was held in conjunction with the World Congress of Optometry and naturally drew international attendees, the virtual meeting expanded international reach from 15 countries to more than 50 countries.
Academy 2020 At Home included several special events of note. The Plenary session, entitled “Today’s Research, Tomorrow’s Practice™: A New Look at Some Old Medical Guidelines,” featured a rheumatologist, a cardiologist, and an endocrinologist who presented updated guidelines for clinical practice. The highest attended event, with more than 2,700 participants was the Diversity, Equity, and Inclusion Symposium, created in collaboration with National Optometric Association and the Association of Schools and Colleges of Optometry. This year’s joint symposium with the American Academy of Ophthalmology was, “An Update on the Assessment and Treatment of Age-Related Macular Degeneration.” Additional programming topics included nutrition, genetic testing, imaging modalities, as well as current and emerging treatments, and an insightful presentation regarding the COVID-19 virus. Although the Award programs were all virtual, there was a true feeling of celebration as the Academy and its Foundation recognized the recipients in a variety of virtual receptions and ceremonies.

American Academy of Optometry Foundation
Over the last year, the Foundation has also been hard at work developing six new programs to help fill currently unmet needs and align with the Academy’s strategic plan. The new programs include: Clinical Investigator Certification program, Staff Training Fundamentals program, OD to PhD Scholarship program, Clinical Podcast Series, “Bright Ideas” Pitch Competition, and Research Funding. The first three have successfully launched, with the final three to launch during the Summer and Fall of 2021.

Partnerships
The Academy values the long-standing relationships with our trusted industry partners, and as such, actively seeks opportunities to reinvent the ways in which we work together for the betterment of the profession. In 2020, this included the launch of Optometry365, a website dedicated to providing a variety of industry resources, services, and products to the optometric profession. This collaboration includes product reviews and news in a variety of formats including video vignettes, podcasts, and white papers, such as the Managing Myopia white paper the Academy completed with Johnson & Johnson Vision.

2021 and Beyond
Moving forward, it is important to take a closer look at innovative ways to meet members’ needs in the manner they require. Doing so propels the Academy as a thought leader, demonstrating willingness, flexibility, and the ability to take risks, advance, and continuously provide value to the Academy Fellows and the profession.

To accomplish this, we frequently ask our membership not only what they need today, but what they may need tomorrow based on the ever-changing times. Although the Academy Board of Directors has an established roadmap with the strategic plan, the Academy recognizes it is an evolution which will continue to be enhanced and championed along the way.
The American Board of Optometry (ABO) was founded in 2009 as a non-profit organization that board certifies optometrists in the United States. We were established to serve the public and the optometry profession by assessing and certifying the competency of optometrists. Board certification is a voluntary process that sets educational and practice standards and offers a means of demonstrating ongoing clinical competence through maintenance of certification.

Our annual Board of Directors meeting will be held in Denver, Colorado on June 23rd in conjunction with Optometry’s Meeting. We will review and assess strategic performance, define our focus for the upcoming year and welcome two new directors to the board. Mohammad Rafieetary, OD, FAAO and Geoffrey Goodfellow, OD, FAAO will each join the board for a 3-year term.

Continuous Assessment Program (CAP)
In our third year, 100% of Diplomates are now enrolled in CAP. Surveys conducted at the end of each assessment continue to show that participants are learning new, clinically relevant information that is being applied in their daily practice. On average, Diplomates report spending 3-4 hours preparing for and taking each CAP assessment. As our state ambassadors continue to pursue approval for CE credit toward state licensure, we are pleased to report that almost half of all states now accept the assessments for continuing education. CAP information is also provided to OE Tracker after each assessment for inclusion in individual CE records for all Diplomates who have provided an OE Tracker number.

Exam Updates
The first newly formatted exam, developed using our 2020 Job Task Analysis (JTA), was delivered in March 2021 at Scantron centers throughout the US. The board certification exam is also now available to US service members stationed at military bases throughout the world. Beginning with our summer 2021 exam, the availability window will increase to 2 months with the exam opening on July 1st and closing on August 31st. To date, 3,477 optometrists have taken the board certification exam. Residents, through our waiver program, continue to be the largest percentage of examinees, followed by employees of healthcare organizations, such as Mayo Clinic, Vanderbilt and SSM Health, that require board certification for employment.
Committee to Explore Subspecialty Credentials

After participating in multiple discussions with the Task Force on Subspecialization (TFSS), a joint effort between ASCO and AAO, ABO took on a proactive stance to investigate the demand for, and feasibility of, subspecialty certification/credentialing. At the October 6, 2020 board meeting, a committee was formed to begin exploring subspecialization and in March 2021 a survey was sent to all ABO Diplomates and current residents to gather feedback. The survey results, along with the final TFSS report, will be a topic of discussion at the June 23rd Board of Directors meeting as we work to define next steps and a potential path for subspecialty certification and/or credentialing.

Advisory Committee
With the growth of ABO since inception and the addition of significant new programs like CAP and our highly popular webinar series, the board of directors agreed to form an advisory committee to help guide our focus and identify new opportunities for progress and development. Initially, the advisory committee will consist of several former ABO Board Chairs and select representatives from industry organizations. The first planned meeting of the advisory board will take place over the summer of this year.

As ABO continues to expand board certification and maintenance of certification in optometry, we remain committed to providing a relevant, valuable, and focused learning experience that meets the needs of our Diplomates and supports the effort to stay current in a rapidly changing health care environment.

Paul Hodge, OD  April Wilhelm
Chair, American Board of Optometry  Executive Director, American Board of Optometry
Advocacy

Student Debt
The AOSA continues to advocate on behalf of student doctors of optometry, our patients and profession. The AOSA firmly believes that if we are to build a more inclusive and accessible health care system that employs individuals with a wide range of socioeconomic and racial backgrounds, action must be taken by our federal government to reduce student debt and increase loan forgiveness opportunities. With the average optometry student’s loan debt close to $200,000, the AOSA fully supports ongoing Congressional efforts to develop longer-term solutions to student debt hardship.

National Health Services Corps
The AOSA is supporting efforts to reexamine current policies in our nation’s loan forgiveness programs, such as the National Health Services Corps. The National Health Services Corps is a powerful recruiting tool for health centers and is successful in both recruiting and retaining providers to care for patients in underserved communities. The AOSA is working alongside the AOA, National Optometric Student Association, National Optometric Association, National Rural Health Association, and the Association of Clinicians for the Underserved to reengage the White House, Department of Education, and the Health Resources and Services Administration to again be eligible to receive loan repayment or scholarships through this program for optometry. While we are still in the early stages, we will continue to fight to help strengthen our health care provider workforce, increase access to care, reduce student debt, and increase loan forgiveness opportunities for today’s students and those that hope to come after us.

Diversity, Equity, and Inclusion

Opportunities in Optometry (OIO)
The OIO grant program awarded its first grant recipients in May 2021. Five future doctors of optometry from traditionally underrepresented minority groups within optometry were awarded grants to help defray the costs of applying to optometry school. The AOA/AOSA Opportunities in Optometry Grant program was announced in January 2021. This grant program is a collaboration of efforts from the AOSA diversity project team and the AOA diversity and inclusion task force and supported by Optometry Cares – The AOA Foundation. The grant program has an open application period the 1st – 15th of each month, followed by a review period by the program’s selection committee.

Diversity Optometry Program (DOP)
The AOSA is continuing our DEI project team with plans to expand these efforts within our board of trustees as we work with the National Optometric Student Association to launch the Diversify Optometry Program (DOP). The mission of DOP is to promote an influx of underrepresented minority undergraduate students into the profession of optometry through mentorship, career and professional development, networking, and enrollment assistance. Our shared vision with the NOSA is an inclusive optometric community with minority representation reflecting that of the general population. The AOSA
and NOSA are collaborating to launch a mentorship program for doctors to provide opportunities for undergraduate students interested in optometry or planning on enrolling. In addition to the mentorship program with DOP, there will be monthly virtual opportunities with topics ranging from applying to optometry school, interview prep, and resume writing all in effort to support a pathway into the profession of optometry.

Communications
Foresite
AOSA launched our online content hub, Foresite. This was previously a print publication that has been turned into an online format for students from all 25 schools and colleges to have a voice, share their optometry school stories, advice, and encourage their future colleagues along the way. This student led content space has five separate categories in which article submissions fall under: advocacy, advice, student experience, health & wellness, and student success & residency. New content is updated every month from optometry student members from across the country.
AOAExcel® provides personal and professional resources that allow doctors of optometry to practice and flourish with confidence. The products and services offered by AOAExcel’s endorsed business partners have been carefully vetted by AOAExcel staff members and a board of AOA member doctors of optometry to meet the unique needs of AOA members nationwide. By taking advantage of the products and services offered by AOAExcel’s endorsed partners, AOA members can spend less time researching business resources and focus more energy on providing quality patient care.

**AOAExcel Board of Directors**

Joe Ellis, O.D., chair  
Bob M. Charles, member  
Sam Pierce, O.D., member  
Steven Reed, O.D., AOA trustee, member  
Lori Roberts Hauser, O.D., member  
Chris Wroten, O.D., member

**AOAExcel Staff**

Ryan Hayes, CPA, chief financial officer, AOA/AOAExcel  
Kaity Hough, marketing coordinator, AOAExcel  
Bob Kehm, managing director, AOAExcel  
Holly Murray, marketing & business development manager, AOAExcel  
Mike Stokes, J.D., general counsel, AOA/AOAExcel

**Products and Services**

**Professional Protection**

- Malpractice insurance, business owners insurance, Cyberliability insurance, employment practices liability insurance—Lockton Affinity offers guaranteed, full-scope, malpractice insurance coverage to AOA members. As a member benefit, Lockton Affinity conducts complimentary policy reviews for AOA members to ensure they have adequate coverage under their current malpractice, business owners, cyberliability and employment practices liability insurance policies. Lockton Affinity also offers malpractice insurance discounts up to 50% for recent graduates who are in their first or second year of practice.

- HIPAA compliance—Compliancy Group is a web-based compliance solution that allows AOA members to implement a total HIPAA compliance program within their practices under the guidance of a team of expert compliance coaches. Compliancy Group provides free education to AOA members through webinars and written resources.
Disability insurance and life insurance—A.G.I.A., Inc. offers group life and disability insurance policies, including group long-term disability insurance with an own occupation benefit, which covers AOA members if they are unable to continue practicing as doctors due to a covered illness.

Financial Health

Student loan refinancing—Laurel Road specializes in helping doctors refinance optometry school loans with a no-cost online application process. AOA members in good standing who refinance with Laurel Road receive an exclusive 0.25% rate discount. As an additional member benefit, webinars are produced by Laurel Road for AOA members regarding student loan repayment options that include, but are not limited to, student loan refinancing.

Retirement savings planning—Equitable Financial Life Insurance Company (Equitable Financial) offers a variety of retirement savings to help best suit the needs of AOA members. As a member benefit, complimentary retirement savings plan reviews are offered from Equitable to help members identify savings goals and devise retirement savings strategies to meet those goals. Through the complimentary retirement savings plan reviews, AOA members who are practice owners can also identify which retirement plan option(s) might best fit the needs of their practices.

Profitability Maximization

Vendor discounts—AOA members have the opportunity to join the AOAExcel Group Purchasing Organization (GPO) through Intalere to access discounts on practice needs. Vendors offering discounts to AOA members through the AOAExcel GPO include, but are not limited to, Office Depot, Verizon, Medline and Pitney Bowes. There is no registration fee or required minimum spend to participate in the AOAExcel GPO.

Credit card processing—Chase offers AOA members a simple and secure payment processing solution that accommodates payments from all major debit and credit cards, including EMV chip cards and digital wallets, such as Apple Pay® and Google Pay™. AOA members are eligible for specialized pricing to help save on processing cost. As a member benefit, complimentary contract reviews are available from Chase to help ensure members are getting the best deal on their payment-processing solutions.

Career Growth and Transitions

Career Center—The AOAExcel Career Center serves as the only career center affiliated with the AOA and is exclusive to doctors of optometry. Job seeker accounts are free and easy to set up. AOA members who are employers seeking to fill a position are eligible for posting discounts up to 50% and receive access to a job-seeker database with each active posting.

Practice financing—Bank of America offers practice financing solutions to assist AOA members with practice start up, new equipment purchases or other business needs. Bank of America offers
competitive terms and payment structures, and AOA members have access to a dedicated project member and rate-lock program.

- Practice transitions—Williams Group provides programs and consulting services to AOA members, ranging from transition advisory solutions, associateships, partnerships, valuations and appraisals. Williams Group is able to provide guidance to AOA members as they transition through changes in their practices.

**State Affiliate Revenue Share Program**

Through the State Affiliate Revenue Share Program, AOAExcel provides marketing materials promoting the services of Compliancy Group (HIPAA compliance), Lockton Affinity (malpractice insurance) and the AOAExcel Career Center to participating state affiliates. Participating state affiliates then distribute the marketing materials to their members through social media posts, e-newsletters, print catalogues, etc., and return examples of all published content to AOAExcel. AOAExcel then provides eligible, participating state affiliates with a predetermined percentage of the net revenue received by AOAExcel in the form of commissions and incentive payments.

Participating affiliates who received payment from AOAExcel in 2020 for the Revenue Share Program include:

Arkansas Optometric Association
Arizona Optometric Association
Florida Optometric Association
Georgia Optometric Association
Illinois Optometric Association
Maine Optometric Association
Missouri Optometric Association
Mississippi Optometric Association
Nebraska Optometric Association
New Jersey Society of Optometric Physicians
New Mexico Optometric Association
North Carolina Optometric Society
Oklahoma Association of Optometric Physicians
Optometry Association of Louisiana
Optometric Physicians of Washington
Rhode Island Optometric Association
Texas Optometric Association
Utah Optometric Association
Virginia Optometric Association
Wisconsin Optometric Association
Wyoming Optometric Association

Participation in the State Affiliate Revenue Share Program is voluntary, and enrollment is rolling. If you are interested in participating in the State Affiliate Revenue Share Program, please contact AOAExcel at AOAExcel@AOA.org.
The Association of Regulatory Boards of Optometry (ARBO) represents and assists member licensing agencies in regulating the practice of optometry for the public welfare. ARBO provides resources to licensing boards of optometry throughout the world. Our members include the licensing boards in the United States, the District of Columbia, Puerto Rico, the Virgin Islands, Guam, Canadian provinces, Australia, and New Zealand.

ARBO is currently in its 102nd year of operations. During that time, we have developed a variety of programs to assist our member boards. We are currently operating the following programs: OE TRACKER for electronic tracking and verification of optometrists’ continuing education attendance; COPE (Council on Optometric Practitioner Education) for the accreditation of optometric continuing education activities and providers; and CELMO (Council on Endorsed Licensure Mobility for Optometrists) which offers a vehicle for license portability to optometrists looking to relocate from one state to another.

COPE accredited over 6,100 courses and activities in 2020 which were accepted by the state/provincial licensing boards for credit towards licensure renewal. There were over 650,000 learner interactions with COPE accredited CE courses in 2020. COPE continues its On-Site Review program to ensure COPE-Accredited courses are presented in compliance with COPE’s policies and Standards for Commercial Support.

COPE follows the same accreditation criteria and standards as those required by medicine’s CME accreditor, the Accreditation Council on Continuing Medical Education’s (ACCME). COPE’s accreditation system has been recognized as substantially equivalent to the ACCME’s accreditation system. This is an important tool that can be used in optometric scope of practice expansion efforts due to the fact that COPE accredited CE is proven to be comparable to medical CME.

COPE continues to be a member of the Joint Accreditation for Interprofessional Continuing Education collaborative. Joint Accreditation offers organizations the opportunity to be simultaneously accredited to provide continuing education for athletic trainers, dentists, dietitians, nurses, optometrists, PAs (physician assistants), pharmacists, physicians, psychologists, and social workers through a single, unified application process and set of accreditation standards. Joint Accreditation assures the public that healthcare teams receive education designed to be independent, free from commercial bias, based on valid content, and effective in improving the quality and safety of care delivered by the team.
CELMO offers a method for state optometry boards to confirm the credentials of optometrists applying for licensure by endorsement in a uniform and consistent manner. Fourteen states currently recognize the CELMO certificate as a significant credential when evaluating an actively practicing optometrist for licensure.

OE TRACKER

The growth rate of OE TRACKER has continued to accelerate. OE TRACKER now contains over 5.7 million attendance records. Over 59,000 optometrists from the US and Canada have OE TRACKER accounts, and 96% of these contain attendance data. Many state/provincial licensing boards require their licensees to utilize the OE TRACKER program for tracking their CE hours for license renewal. OE TRACKER allows ARBO’s Member Boards to do an electronic audit of the CE hours earned by 100% of their licensees with minimal staff time and cost. This is significant in that many of the Boards have limited resources. The OE TRACKER mobile app allows optometrists to record course attendance, review their course history, and upload CE certificates using a smartphone or tablet. The mobile app is used by a variety of CE providers, including several state associations, to submit attendance directly to OE TRACKER. Over 300,000 attendance records have been submitted using the mobile app since it was developed.

ARBO Office and Staff

ARBO’s headquarters are located in Charlotte, NC with Ms. Lisa Fennell serving as Executive Director.

2020-2021 ARBO Board of Directors

Officers:
Patrick O’Neill, OD, President
Coby Ramsey, OD, Vice-President
Jeffery Yunker, OD, Secretary-Treasurer
James Campbell, OD, Immediate Past President

Directors:
Patricia Bennett, MSW
Richard Orgain, OD

Consultant:
Donovan Crouch, OD

ARBO Annual Meeting

ARBO’s 2020 and 2021 Annual Meetings were held virtually due to the COVID-19 pandemic. ARBO’s 2022 Annual Meeting will take place in Chicago, Illinois.

More information about ARBO can be found on our website at www.arbo.org. To contact the ARBO office, call 704.970.2710 or email arbo@arbo.org.
The triple threats posed by the COVID-19 pandemic, on-going health disparities, and the national call for racial reckoning affected all 23 U.S.-based optometry schools and colleges this past year. The value of ASCO’s membership was pushed stage center as the association responded to help our members.

**Serving the education community**

In response to this year’s challenges, ASCO responded immediately to members’ ever-changing needs by hosting frequent virtual conversations for faculty and administrators at multiple levels and in many different areas of optometric education. Members used these as opportunities to identify upcoming challenges, share resources, brainstorm solutions and provide support and learning. ASCO used its website and online community board to create master lists of resources for teaching, technology and policies. ASCO also partnered with AAO to develop a robust library of over 200 clinical videos available to faculty free of charge for use in distance education, and conducted a survey of members’ PPE needs at the outset of the pandemic.

Just before the pandemic shut-down, ASCO launched a very successful pilot of its in-person Optometric Education Leadership Institute (OELI). Plans are already underway for the roll-out of the formal program in 2022.

Other ASCO programs designed to support leadership and career development included the new publication, *Why Consider a Graduate Degree in Optometry and Vision Science*; the education and peer-to-peer networking that occurs within ASCO’s 18 different Special Interest Groups and two professional groups; and the very popular Online Clinical Educators Forum.

ASCO also implemented changes to its volunteer governance structure, resulting in an increase in volunteer opportunities for faculty and administrators at member institutions. There are now almost 1,100 volunteers working in close to 50 different volunteer sub-groups within ASCO.

**Supporting efforts to diversify optometry**

ASCO recognizes that optometry schools and colleges are the gatekeeper to increasing diversity in the optometric profession, and that this goal can only be achieved if diversification of the student body is enhanced. Thus, one of the major goals for ASCO’s Optometry Gives Me Life (OGML) campaign has been focused on increasing the diversity of optometry’s applicant pool. (See below for more details.)

ASCO has undertaken several initiatives to support faculty and administrators who then, in turn, support students during this national call for racial reckoning. ASCO’s Diversity and Cultural Competency Committee (DCCC) organized and co-hosted (along with AAO and NOA) a special Symposium on Diversity in Optometry. Held virtually during AAO’s At Home Conference, this symposium attracted the largest audience ever for a single event at AAO. Additionally, DCCC ran a special program entitled, “So
You Might Want to Be a Faculty Member” for optometry residents of Black/African American descent; revised and updated ASCO’s Cultural Competency Workshops; organized, conducted and publicized a competition to collect and publish new Cultural Competency Case Studies and updated the current compendium; and planned and hosted two town hall meetings for faculty dealing with AAPI racial issues and the Chavin trial verdict. Of special note was a letter sent by ASCO to all state optometry boards, encouraging states to specify diversity and cultural competency training as part of their licensure requirements.

Over the course of the year, ASCO has collaborated with both NOA and BEP on their initiatives, such as engaging Student Affairs Officers in mentoring and pre-optometry club efforts and sponsoring events.

Attracting the best and brightest to optometry

ASCO’s Optometry Gives Me Life (OGML) campaign is a national award winning, digital outreach program designed to meet three goals: increasing the size, diversity and quality of the applicant pool to optometry schools and colleges. Optometry competes on a daily basis for the attention and interest of our nation’s best and brightest students; after many years of declining application numbers and enrollments, ASCO’s members supported OGML as our way of encouraging college-aged students pursuing a STEM degree to consider a career in optometry.

This year represents the second full year of the campaign, and while the application cycle was not completed at the time of writing this update, we are happy to report that we anticipate a 3-4% increase in the size of this year’s applicant pool over last year (which also increased 3% over the year before). Diversity is also on the rise, with an 11% increase (so far this year) of Black/African American applicants and a 12% increase of Hispanic/LatinX applicants.

Also of note for this year was the production of a webinar on how schools/colleges, practitioners, eye care organizations and current optometry students can use the OGML brand toolkit to promote the campaign and optometry as a career.

ASCO participates in a number of supporting outreach efforts geared to prospective students, such as running two Virtual Career Fairs every year. This year’s virtual career fair attracted the largest turn out ever. ASCO also works to build awareness among younger students and student influencers through groups and events like Health Professions Week, the National Association of Advisors for the Health Professions, HOSA (formerly Health Occupations Students of America), the National Society for High School Scholars, and others.

Amplifying Our Voice

ASCO collaborated with many other partners and coalitions to give voice to optometric education’s perspectives and needs in public policy arenas. Among these coalitions were the Federation of Associations of Schools of the Health Professions, the Health Professions and Nursing Education Coalition, the Ad Hoc Group for Medical Research, the National Alliance for Eye and Vision Research, ResearchAmerica, the National Health Council, the Vision 2020 Coalition, and others. We signed onto
multiple letters going to House and Senate leadership, the Washington Post, the U.S. Department of Health and Human Services, and other public policy makers.

ASCO prompted the creation of the National Optometric Leadership Conference (NOLC) that resulted in monthly meetings held by the presidents, presidents-elect, and executive directors from AAO, AOA, ARBO, ASCO, NBEO and NOA in response to the multiple challenges posed by the COVID pandemic, the nationwide racial reckoning and other current events. ASCO representatives also served optometric education with appointments and election to leadership roles in numerous groups such as ACOE, FASHP, IPC, IPEC, NAAHP, NAEVR/AEVR, NASEM’s Global Forum on Innovation in Health Profession Education, NBEO, ResearchAmerica, and others.

As a member of Students Assist America, a coalition that advocated for health profession students’ involvement in the nation’s response to COVID, ASCO played an important part in the successful effort to convince the White House and U.S. Department of Health and Human Services to amend the Public Readiness and Emergency Preparedness Act COVID-19 Declaration, opening the door for optometry students and students in other health professions to administer COVID-19 vaccines with supervision.

ASCO’s Emphasis-Area Recognition Task Force has worked all year to draft a recommended application process for Residency Title recognition, as part of our effort to develop the infrastructure to support the establishment of sub-specializations in optometry. This application process will be considered by the ASCO Board of Directors at its meeting in June.

This year, ASCO worked collaboratively with AOA on the development of its white paper, Doctor of Optometry Professional Education: A Review of Training in Ophthalmic Surgery. We also assisted AOA in its efforts to advocate for practitioners’ ability to participate in COVID vaccination efforts by conducting a survey of member institutions.

ASCO’s publications—our journal (Optometric Education) and our newsletter (Eye on Education)—helped carry news far and wide to our members and stakeholders across the globe. Eye on Education was expanded to a monthly format and ASCO’s website was redesigned to provide information in a visually-attractive format to all stakeholder groups: faculty, practitioners, current students, prospective students, the media and the public. ASCO also published 17 national surveys and data reports, and 32 trends tables, about different aspects of optometric education.

Leading the Way
Dr. John Flanagan, Dean of the University of California at Berkeley School of Optometry, served as ASCO President during this tremendously busy year. Dr. Kelly Nichols, Dean of the University of Alabama at Birmingham School of Optometry, will become ASCO’s President in June. This year also saw a number of new deans named: Dr. Fraser Horn was named the Dean of Pacific University’s College of Optometry, and Dr. Linda Rouse was named Interim Dean at the Nova Southeastern University College of Optometry.
The College of Optometrists in Vision Development (COVD) is an international membership organization and certification body dedicated to the advancement of developmental and behavioral vision care. Our mission is “Improving lives by advancing excellence in optometric vision therapy and rehabilitation through education and board certification.” COVD certifies professional competency in optometric vision therapy, serves as an informational and educational resource, and advances research and clinical care in vision development and therapy.

Members of COVD include optometrists, vision therapists, optometry students and faculty, and vision science researchers. There are currently 2,700 members of COVD representing 44 countries.

**Leadership**

In April of 2021 COVD installed the current Executive Committee of the Board of Directors as follows:

- President: Jennifer Dattolo, OD, FCOVD
- President-Elect: Marie Bodack, OD, FCOVD
- Secretary/Treasurer: Patrick Quaid, OD, FCOVD
- Immediate Past President: Daniel Press, OD, FCOVD

With the following members serving as Directors on the Board also installed in April of 2021:

- Mary Beck, OD, FCOVD
- Jennifer Smith-Zolman, OD, FCOVD
- Curtis Baxstrom, OD, FCOVD
- Stacey Coulter, OD, FCOVD

**Board Certification**

Since 1971, COVD has provided a Fellowship process leading to Board Certification in Vision Development and Vision Therapy. The International Examination and Certification Board (IECB), an autonomous board under COVD, confers the certification. Attainment of fellowship provides the public and other health care professionals a means of identifying optometrists who have demonstrated advanced competency in developmental and rehabilitative vision care. In April of 2021 COVD certified its largest single group of Fellows to date, welcoming 42 new Fellows! The IECB also certifies optometric vision therapists, and in April of 2021 welcomed 25 new certified optometric vision therapists.
Academic Services

The COVD Board of Directors is having another successful year reaching out to optometry students, residents, faculty, and administrators through our “Tour de Optometry” program. All U.S. and Canadian schools and colleges of optometry are visited by a member of the Board or a Past President each academic year.

In its 21st year, the Tour continues to be one of the most successful outreach efforts undertaken by COVD, even as we participate virtually! During the “Tour” program materials are distributed and presentations made about COVD and developmental and rehabilitative optometry. In addition, visits with administration and faculty are arranged to discuss their needs and how COVD can help advance student education in developmental, behavioral, and rehabilitative vision care. This past year, material and presentations have been successfully formatted for virtual visits.

Journal

Vision Development & Rehabilitation (VDR) began its 7th year in 2021. This year began with a new fresh design and style. The mission of the journal is to create the premier scientific journal in vision development, vision therapy, and rehabilitative optometry. We continue building a larger database of articles to select from and saw success with a theme issue in the summer of 2020 focused on the current trends and needs for practices based on the uptick in telehealth and virtual visits in the field of Optometry.

Education

COVD provides an extensive educational program at its Annual Meeting held in April. A special series of curated two-day in-depth courses based on foundational needs and advanced practice gaps gives optometrists and their staff the opportunity to gain a solid background in the application of vision therapy. The COVD Annual Meeting general education program that follows brings in speakers to enhance interdisciplinary understanding and communication, researchers whose work guides clinical care, and optometrists who make this research clinically applicable.

The past year for education has been quite different! 2020 was a year of change and movement to create new opportunities. The 2021 Annual Meeting saw COVD shift to a full virtual meeting offering 28 hours of education over 3.5 and a 30 day on-demand period for close to 900 registered attendees.

In addition to our annual meeting, COVD and COVD chapters offers CE courses throughout the year in venues worldwide

Optometrists seeking to begin or expand care for infants and children in their practices or to offer optometric vision therapy will find the COVD Annual Meeting and our other CE courses an excellent source for expanding their knowledge in these areas. All are invited to attend the COVD 51st Annual Meeting, April 5-9, 2022 in Columbus, Ohio. Check our website, www.covd.org for more information on our annual meeting and all COVD educational opportunities on our event calendar.
Chapters

Our two current chapters, COVD South Korea and COVD Canada, continue to add new members. In addition we welcomed our third official chapter in 2020; COVD Israel. These chapters all contributed to the attendance at the COVD virtual meeting in 2021. COVD has always been an international organization and having official international chapters allows us to better meet the needs of our international members and the patients they serve.

Respectfully submitted,

Jennifer Dattolo, OD, FCOVD
President
College of Optometrists in Vision Development
The Health Care Alliance for Patient Safety (APS) has continued increasing its visibility and engagement. In February, APS welcomed a new executive director, Alison Teitelbaum, MS, MPH, CAE. Ms. Teitelbaum brings 15+ years of public health, association, and advocacy experience to APS.

In March, APS wrote Michigan lawmakers to voice concerns about HB 4356, which could negatively impact patient safety for Michigan residents. APS asked that additional patient safety measures be included in the bill in order to protect the critical doctor-patient relationship. Although this bill successfully passed the House, APS anticipates additional opportunities to educate lawmakers about the importance of patient safety in the Senate.

In May APS celebrated the successful reintroduction of the Contact Lens Prescription Verification Modernization Act (“the robocall bill”) in the U.S. House and U.S. Senate. APS met with many elected leaders and their staff to educate members of Congress about the issues impacting patients leading up to re-introduction. This effort will increase over the next few months as co-sponsor recruitment efforts begin. In addition, APS continued its efforts to end robocalls by submitting a question for the record for Linda Khan’s FTC Commissioner hearing. Lastly, APS met with several lawmakers’ offices to discuss including language in the FY22 FSGG appropriations report that expresses continuing concern about significant patient safety gaps not addressed in the recently finalized Contact Lens Rule.

APS began the important process of revising its telehealth position statement this spring. The COVID-19 pandemic illustrated the vital role telehealth can play in patient care. As such, APS conducted an environmental scan of telehealth statements from health organizations in vision care and beyond to identify key themes and overall scope. This information was utilized in the revision process and the updated statement should be finalized in the very near future.

Despite event cancellations due to the COVID-19 pandemic continuing into 2021, APS actively sought opportunities for visibility through virtual sponsorships and partnerships. APS presented at Virtual AOA on Capitol Hill and will be presenting at Optometry’s Meeting in June. APS also established a new engagement category for non-profit organizations called ‘Friends of APS’. This category allows APS to formally recognize non-profit supporters and expand its visibility.

Finally, APS has continued to bolster its engagement pathways and public communications. A website update intended to fully demonstrate APS’ work is underway. Also, APS continued its monthly Patient Safety Advocate Newsletter, which boasts an open rate of nearly 50% - well above the non-profit average of 27%. This newsletter continues to be a helpful briefing for those subscribed, as well as a great way for the APS to keep in touch with leading patient safety advocates.
The American Optometric Association (AOA) Health Policy Institute (HPI) has grown in stature since its introduction in 2018, solidifying and expanding its role as a thought leader in public policy research. HPI research has been most useful to AOA public comments solicited from U.S. agencies, touted in state legislatures, and picked up and amplified by national news outlets.

While 2020-21 has been unlike any other time in history, HPI was at the initial Centers for Disease Control and Prevention (CDC) and White House briefings on the 2019 nCoV Novel Coronavirus, well before health emergencies related to the COVID-19 pandemic were enacted.

HPI asserted its lead on COVID-19 for the optometry profession, publishing 28 policy briefs (and updates), six news articles, three national provider surveys and responding to more than 1500 inquiries from doctors of optometry serving patients throughout the U.S.

- On Jan. 30, 2020, HPI published Doctors of Optometry and 2019 nCoV Novel Coronavirus. On that same day, the World Health Organization (WHO) declared COVID-19 (then known as 2019 nCoV) a global health emergency.
- HPI, through its inaugural brief, predicted the likely spread of the novel coronavirus across the U.S., interruptions for schools and workforce, and disruptions in supply chains that could affect optometry offices.
- From that day forward, HPI has meticulously provided accurate, updated COVID-19 information and responded to questions from the eye health and vision care community and the public.
- Swift and continued action by HPI has promoted an understanding of the risks associated with the pandemic and helped ensure a continued ability for doctors and staff to care for patients during the COVID-19 pandemic. HPI survey results affirmed an optometry contribution with nine out of ten practicing doctors of optometry (89%) reported providing emergency or urgent care (surgical and/or non-surgical) during the COVID-19 public health crisis.
- HPI analysis identified practicing doctors of optometry providing emergency or urgent care to approximately 206,627 individuals, redirecting them away from emergency departments, during a one month measurement period early in the pandemic.

HPI Briefs Domain: COVID-19 New/Updated Postings

- Updated Eye Protection, Face Mask and Contingency Planning for Doctors of Optometry and their Staff in Response to the COVID-19 Pandemic. New CDC recommendations for wearing a mask or physically distancing to protect individuals from COVID-19 disease are intended to help individuals make decisions about daily activities after being fully vaccinated but they are not intended for health care settings. (5/17/2021)
• **Public Health and Epidemiology of COVID-19 for Doctors of Optometry** The COVID-19 pandemic presents health risks for doctors of optometry. Understanding those risks ensures continued ability to care for patients, while respecting their safety and aiding the community wellbeing. (2/2021)

**HPI Directed External Research**

- Through the Request for Application (RFA) and funding process, HPI helped direct research comparing “Comprehensive In-Person Eye Examination to Online Vision Testing Devices.” Research results have been shared at Optometry’s Meeting® 2020 and the APHA 2020 Annual meeting with a peer-reviewed publication in the Journal of Primary Care & Community Health now in process for early 2022.
- In 2020, the HPI joined the Milken Institute School of Public Health at The George Washington University and solicited and accepted an MPH student intern. AOA’s HPI Health Promotion Practicum provides the MPH student a facilitated experience in literature review, systematic review, meta-analysis, secondary analysis using a publicly available dataset, and work involving surveys.

**HPI Epidemiology Studies, Policy Development and Translation**

- AOA Diabetes MastersClass – Diabetes Guidelines: 1 Hour Approved CE [New Postings]
  - HPI assisted the AOA Education Department in the assembly of a distinguished panel of doctors of optometry who have each mastered diabetes care and prevention, in their own way. The MastersClass reveals special diabetes knowledge and clinical pearls and sets the table with a backstory on optometry and diabetes. Free On-Demand/ [AOA Eye Learn Recorded](#) (3/23/21)

**HPI Briefs Domain: Health Care Reform and Access to Care: New/Updated Postings**

- [COVID-19 Pandemic Highlights Urgency of Addressing Children Missing School: Poor Vision Alone Accounts for Missing 135 Days of School Content Annually](#) As the urgency of return-to-classroom builds during the COVID-19 pandemic and a need to catch-up on any loss of academic acumen is realized, it may be just the time for a much-needed change. (3/2021)
- **Timing of Comprehensive Eye Examination is Crucial to Reducing Diabetes Complications In Pursuit of Access to Quality Eye Health and Vision Care** The COVID-19 pandemic may likely exacerbate the incidence of diabetes and its complications. Making provisions for enhanced timing into comprehensive optometry care now can be helpful to offsetting unacceptable levels of diabetes morbidity and mortality and should become incentivized. (2/2021)

**HPI Briefs Domain: Controlling Costs & Improving Effectiveness: New/Updated Postings**

- [The Misnomer “Vision Screening” is Interfering with Children Receiving Essential Vision Care in the U.S.](#) A misuse of terminology (i.e., vision screening) has led to inappropriate policy decisions which perpetuate racial and social inequities on a federal level.(4/2021)

**HPI Briefs Domain: Serving Communities & Workforce Development: New/Updated Postings**

- [Doctors of Optometry Increase Primary Eye Care at Health Centers](#) Eye examinations surpass 1 million annually at Federally Qualified Health Centers. (12/2020)
THE ART OF INFORMING PATIENTS, POLICYMAKERS, HEALTH CARE PROFESSIONALS AND THE PUBLIC ON EYE HEALTH AND VISION CARE DEMANDS CRITICAL RESEARCH AND ANALYSIS, TOGETHER WITH CONSISTENT INSIGHT AND FORESIGHT. UTILIZING THE TALENTS OF AOA SENIOR STAFF, KEY LEADERS, SPECIFIC EXPERTS, AND PUBLIC HEALTH INTERNS, HPI HAS PROVEN ITSELF AND IS NOW CONSIDERED A VALUABLE AND TRUSTED RESOURCE FOR THE PROFESSION AND THE PUBLIC.

Chair:
Steven A. Loomis, O.D.

Research Team:
Michael Dueñas, O.D., F.N.A.P.
Deirdre Middleton
Andy Morgenstern, O.D., F.N.A.P.
Rodney Peele, J.D. (Director)
Jennifer Spangler, M.P.H., M.B.A.
Susan Thomas

Visit us at: www.aoa.org/hpi
The National Association of VA Optometrists (NAVAO) held the organization’s annual business meeting Thursday, October 8, 2020. The meeting was held in a limited virtual format as a precaution to prevent the potential exposure to COVID-19 during the pandemic. The delegation from the American Optometric Association included Dr. Carla B. Engelke (Immediate Past President, AFOS).

NAVAO presented Dr. Gary Brough (retired, Memphis VA) for his years of service and dedication to VA optometry with the second NAVAO Leadership Award in honor of the late Dr. Gay Tokumaru.

As part of our Subcommittee on Continuing Education, COPE approved courses sponsored by NAVAO have been continuously developed and are available online. New courses are available annually. Current courses are co-sponsored by The Ohio State University School of Optometry.

NAVAO has supported members and has stood behind guidelines recommended by AOA, AAO and the CDC during the COVID-19 pandemic. Updates to these guidelines have been provided to our members and made available online at the NAVAO website.

Any VA staff, attending, consultant, research/clinical fellow, resident optometrist or other optometrist having an interest in VA optometry is eligible for membership in the NAVAO. NAVAO would like to thank the AOA for their continued partnership with VA Optometry and for their dedicated support over the years.

Kevin J. Mercado, O.D.
President
With the testing administrative year coming to a close, NBEO is taking time to reflect on the past year. There have been multiple positives amidst the challenges of the pandemic. NBEO has emerged from the last year with new knowledge gained through facing those challenges. NBEO’s mission is to serve the public and profession of optometry by developing, administering, scoring, and reporting results of valid examinations that assess competence. Our examinations are used by regulatory boards for licensure decisions. We remain fully committed to executing our mission while balancing ongoing and future challenges. The following is a summary of events from the last year, concluding with a look ahead.

Computer-Based Exams

In March 2020, NBEO faced an immense challenge due to the pandemic with the first mass closure of Pearson VUE testing centers throughout North America. This was a stressful time for our candidates who were only hours away from the Part I ABS examination. NBEO immediately began work with Pearson VUE leadership to identify examination windows for both the cancelled March Part I ABS and April Part II PAM/TMOD examinations. To provide testing options to candidates, NBEO offered multiple administrations and enhanced testing windows including two different three-week windows for Part I ABS. Changing from our standard four-day testing window represented a monumental pivot for NBEO, and required the development and deployment of a new exam security plan. Both the Part I ABS and Part II PAM/TMOD examinations have been offered multiple times over the last year.

Performance-Based Exams

After a two-month testing suspension, NBEO reopened the National Center of Clinical Testing in Optometry (NCCTO) on May 18, 2020. We wanted to protect the health and safety of our candidates and staff, but we also understood that being closed meant a delay in new graduates entering the optometric workforce. Because our candidates move directly into unsupervised, independent practice without a mandatory residency, there was no mistaking the impact closure would have on our candidate population and consequentially the public at large. NCCTO reopened with all rescheduling policies relaxed, so no penalty existed for any candidate who preferred to reschedule or move a testing appointment to a later time.

NCCTO has remained open since mid-May 2020. By the end of June 2020, all candidates from the Class of 2020 had the opportunity to take Part III CSE. Candidates from the Class of 2021 will be completing this testing administrative year on time. NBEO staff have worked hard to add additional testing windows, including additional evening and weekend testing sessions to provide opportunities to candidates through a
difficult year. Although the pandemic continues and we must remain committed to safety, we have been able to operate the NCCTO with an impeccable safety record. We recognize that this is due to the extreme care of our NCCTO staff, standardized patients, and the candidates in our center.

**Task Force**

Last September, NBEO coordinated with the Association of Regulatory Boards in Optometry (ARBO) to convene a Task Force to review alternative testing methodologies during the COVID-19 pandemic. All recommendations of the Task Force were taken very seriously by NBEO, including research to explore the development of a rapid response alternate testing site on the west coast for the Part III Clinical Skills Examination. The NBEO Board of Directors reviewed a detailed analysis including a location and plan for a temporary testing site. However, for multiple reasons including the timing in the administrative testing cycle, exorbitant costs to candidates, and continued need for travel, this plan was not accepted for execution. NBEO has remained committed to a continual review of exam delivery modalities and this research will continue. As described in the Task Force report, many factors play an important role in decision-making at NBEO.

**Advancing Important Projects During COVID-19**

Even with the challenges of the past year, NBEO has been able to advance important organizational projects. NBEO has made substantial progress in the development of the new Part III exam, the Patient Encounters and Performance Skills Exam (PEPS). We have released the blueprint and exam model and have entered the pilot study phase of development. The name of the exam, Patient Encounters and Performance Skills (PEPS), reflects the content and focus of the exam. PEPS will be comprised of twelve stations; ten stations with patient encounters in which candidates interact with standardized patients and two stations in which candidates perform clinical skills. This new exam will complement the Part I and Part II exams in assessing whether candidates are qualified to enter the independent practice of optometry. The new Part III exam represents a shift toward clinical decision-making while still including the physical performance of five essential skills. NBEO looks forward to continuing to serve the public through further development of the PEPS examination.

In addition to our progress with PEPS, we have offered the Laser and Surgical Procedures Examination (LSPE) to those interested in proving competency in optometric laser and surgical care. NBEO has presented multiple times at the Association of Test Publishers conferences and we have continued our popular Item Writing Seminar to those interested in learning the art of question writing. Additionally, in October 2020, NBEO released a brand-new website, which had been under construction for many months.

**Looking Forward**

Our projects and future planning initiatives will continue, as will our commitment to developing and administering optometric examinations for licensure decisions made by regulatory boards. We wish to thank all individuals who worked closely with us over the last year to keep the examinations accessible to all candidates. The high standards NBEO put into place have allowed optometric candidates to continue in
their career paths and to apply for optometric licensure. We are pleased that the Class of 2021 is on track to complete this testing year on time. NBEO looks forward to moving ahead, now armed with the knowledge and insights gained through facing the challenges of the pandemic. Though the previous year was difficult for all, it has strengthened NBEO by prompting us to closely examine our policies and practices and to develop strategies we can draw on in the event of any similar challenge in the future. Thank you for your contributions, patience, and continued support of NBEO as we transition into the next administrative testing year.
The Optometric Extension Program Foundation is an international organization (Organized in the US as a 501C-3 Not for Profit Corporation in the State of California), with offices in Timonium, Maryland. OEPF is dedicated to the advancement of the discipline of optometry through the gathering and dissemination of information on vision and the visual process. Our mission is to advance human progress through research and education on vision, the visual process, and clinical care.

The main goals of the OEP Foundation are to educate optometrists and their staff in the concepts of clinical vision care, encourage research into human vision and the visual process, provide education necessary for the discipline of optometry to emerge as an independent profession worldwide, develop a cadre of willing and able leaders for the continued support of optometry, provide access to instruments, equipment, publications, and materials supportive of the discipline of optometry related to the educational mission of the Foundation and educate the public and the professions about the importance of visual health and hygiene, the prevention of visual and ocular problems, an understanding of visual development, visual rehabilitation, and the enhancement of vision and the visual process.

In our 93rd Year of providing education, we pride ourselves with having an increasing number of total enrollment students in OEPF, participants include optometrists, vision therapists, students, and ophthalmologists, with a faculty, and other optometric professionals from all over the world.

2020 has been a year of many greats in an untested world for OEPF: great loss, great stress, and great lows, but also great firsts, with new highs and discoveries. It was a year when time seemed to collapse in on itself; when days were sometimes hard to tell apart; when weeks seemed to merge, when timelines seemed constantly to shift. Life would return to normal in a matter of weeks, we first thought. In the meantime, we, at OEPF, adapted to the new reality, turning living rooms into offices and bedrooms into classrooms and welcomed the global community into our virtual meetings.

Overall Covid-19 has shone a spotlight on multiple challenges, but also on great new opportunities.
Leadership (As of May 2020)

President: Eric Ikeda, OD | Bellflower, California, USA
Vice President: Eric Hussey, OD | Spokane, Washington, USA
Secretary and Treasurer: Pamela Schnell, OD | Memphis, Tennessee, USA
Director/Trustee: Amy Pruszenski, OD | Portsmouth, New Hampshire, USA
Director/Trustee: Hansel Huang, OD | Windsor, Ontario, Canada
Executive Director: Line Vreven

Education

The OEPF Core Clinical Curriculum, is a 4-part series of courses totaling 133 hours of CE and is currently offered over the internet. Clinical Seminars and other lectures, regional conferences and workshops have also shifted online, allowing for a wide global participation.

OEPF holds courses on a great variety of topics and research ranging from Neuro optometry to courses on TBI (Acquired Brain Injury/ Traumatic Brain Injury), pediatric vision, vision therapy, reflex foundations, practice management, etc.

Publications and web shop

The OEP Foundation continues to publish our international peer-reviewed journal, Optometry & Visual Performance (OVP). The journal is available in online format which has increased readership and authorship tremendously. The journal is now read regularly in over 60 countries worldwide. Archived issues can be accessed at www.ovpjournal.org. The Editor in Chief is Dr. Marc Taub from Southern College of Optometry and the Managing Editor is Dr. Pamela Schnell also from Southern College of Optometry. The review board is comprised of colleagues from around the world in various practice settings and universities.

The OEP Foundation continues to publish multiple titles each year. The newest titles are “Visual-Spatial Development in the Child” by Irwin Suchoff, OD and “Techniques and Diagnostic Criteria for the Optometric Care of Children’s Vision” by G.N. Getman, OD as well as “Shape of the Sky” by David Cook, OD.

OEPF represents more than 197 different authors and products through its web shop in the fields of general optometry, clinical vision care, research into human vision and the visual process.
The mission of Optometry Cares® – The AOA Foundation is to expand eye care awareness, education and research and access to eye health and vision care to everyone in the U.S. in order to enhance human performance and quality of life.

The AOA Foundation Recovery Fund was created as part of the AOA’s broad recovery and relief plan for the COVID-19 pandemic. It was established to help ensure doctors of optometry continue to make available comprehensive eye care to communities in need by minimizing the financial stress for those doctors during this difficult time. Aid was distributed to over 400 doctors in need and over $500,000 was received in sponsor support. The Recovery Fund is generously sponsored by Essilor, Johnson & Johnson Vision, CooperVision, Bausch + Lomb, Allergan, Luxottica, and Optos, Inc. We are united as one profession, with colleagues committed to helping and supporting colleagues.

To promote diversity and equity in the optometric profession for generations to come, the AOA Diversity and Inclusion Task Force and the AOSA Diversity Project Team created the AOA/AOSA Opportunities in Optometry Grants program. Supported by Optometry Cares®, the grants are a one-time stipend awarded to students from traditionally underrepresented minority groups within optometry. Multiple grants of $1,500 each will be administered to students interested in the field of optometry to help defray the costs associated with applying to optometry school. Through the work of this joint initiative, optometry’s advocates are listening closely to colleagues nationwide to ensure optometry leads in engaging and encouraging a diverse, equitable profession going forward.

In 2020, many optometrists were affected by the devastating hurricanes Laura and Sally, civil unrest, and other individual disasters. Optometry’s Fund for Disaster Relief (OFDR) was ready and able to quickly provide support to optometrists in the form of disaster relief grants. With the support of generous donors, OFDR so far has awarded $51,250 to 21 doctors whose homes or practices were damaged. Since its inception in 2005, OFDR has awarded over one million dollars to help doctors and students recover from devastating hurricanes, fires, and floods.

“With your support, we have a renewed sense of purpose and commitment to come back stronger than ever. We are looking forward to many more years of [our practice] providing vision care for underserved patients in our community.”

– OFDR Grant Recipient, Illinois
A baby’s face lights up upon seeing a parent. Why? Because of what’s seen. Making sure that those beautiful eyes can see the world is the reason why InfantSEE® exists – to begin a lifetime of eye and vision care. InfantSEE has provided comprehensive eye and vision assessments to thousands of infants. Established in 2005, optometrists’ compassionate care has reached more than 156,000 babies. We continue to raise awareness about the importance of early eye care and vision assessments though our social media and marketing efforts.

For its final grant cycle in 2020, Healthy Eyes Healthy Children (HEHC) awarded more than $73,000 across 15 grants, helping doctors of optometry reach more than 200,000 people in 14 geographically diverse states. Grants were awarded to programs that would spread awareness and increase vision services to address uncorrected refractive error in children across the country. Since the program’s launch in 2017, grant recipients have administered more than 40,000 comprehensive eye exams and dispensed nearly 22,000 pairs of glasses. We are honored to have supported doctors and community partners who are so passionate about children’s vision.

Your generosity also empowers future generations through our Student Scholarship program. In 2021, Optometry Cares awarded $20,000 to four deserving optometry students.

We continue to honor optometrists who have made significant, long-lasting contributions to the profession through our National Optometry Hall of Fame. The following luminaries will be inducted during the AOA Awards and National Optometry Hall of Fame Induction Ceremony at Optometry’s Meeting® 2021: Tony Q. Chan, O.D. (2020), Robert A. Koetting, O.D. (2020), Michael H. Mittelman, O.D. (2019), Marvin R. Poston, O.D. (2021), and Satya B. Verma, O.D. (2020). The optometric profession advances thanks to the dedication and contributions of its practitioners.

Optometry is a caring, supportive, and generous profession, and for that, we are deeply grateful to all those who have made so much possible.

2021 Board of Directors

Executive Committee:
Peter Kehoe, O.D.          President
Carol Record, O.D.         Vice President
Hilary Hawthorne, O.D.     Secretary/Treasurer

Board Members:
Alan Cleinman             Lori L. Grover, O.D
James Deom, O.D.           Jason Harrold
James P. DeVleming, O.D.   Taketo Miura
Mark Feder, O.D.           Steven T. Reed, O.D.
Teri Geist, O.D.           Jill Scullion, O.D.
World Council of Optometry (WCO) is an international membership-based organization whose members are regional and national optometry organizations, optometry schools, individual optometrists and industry professionals.

We are pleased to have the continued support of the AOA as we facilitate the development of optometry around the world and support optometrists in promoting eye health and vision care as a human right through advocacy, education, policy development and humanitarian outreach.

Quote from our President

“With the continued support of our members, World Council of Optometry has been able to accomplish numerous goals that promote eye health and vision care around the world.” – Paul Folkesson

WCO 2021 Initiatives and Activities

Global State of Optometry Survey

Initiated a 2–3-year project to map global optometry including human resources, scope of practice, education, and legislative regulations.

Leadership and Advocacy Program

Building on the past successful advocacy program, this 8-week online program will be offered this fall. The goal and expectation are to have the participants graduate with the leadership and advocacy tools to enable them to effect change at both policy and practice levels in their countries.

Continuing Education

A 24-hour marathon of continuing education over 3 time zones will be held on November 20th with lectures offered for both practicing clinicians as well as optometric educators.

Fellowships

In addition to the traditional fellowships offered by WCO, we have added fellowships for faculty-to-faculty Educational Mentorships.
WHO

WHO and WCO have renewed their collaboration agreement for 2021-24. Optometry is represented on many of the WHO ‘Eye Care Intervention Packages’ working groups.

International Agency for Prevention of Blindness

‘IAPB is the overarching alliance for the global eye health sector, with more than 150 organizations in over 100 countries working together for a world where everyone has universal access to eye care’. WCO is a partner in their ‘Advocacy to Action’, a six-part learning series on global advocacy and a renewed ‘World Sight Day’ initiative as well as being represented on the majority of the working groups.

GMAC

WCO is the host for the Global Myopia Awareness Coalition, the goal of which is to promote public awareness of childhood myopia as a treatable disease and encourage parents to regularly get comprehensive eye exams for their children.

Myopia Management: Standard of Care Resolution

WCO Board of Directors unanimously approved a resolution advising optometrists to incorporate a standard of care for myopia management within their practices. Partnered with CooperVision with respect to opportunities related to raising the awareness of myopia and advocacy concerning myopia management education and advocacy.

Toolkits

Final stages of developing a legislation, registration, and standards toolkit to assist member countries in developing associations, setting up regulatory bodies and expanding scope. Committees are discussing topics for other assistive toolkits.

This is a brief list of our major initiatives for 2021. In addition, we continually support our members with their requests for assistance as they work to move optometry forward in their regions and countries.

4th World Congress of Optometry (WCO4)

After numerous conversations with our partners, Optometry Victoria South Australia and the Optical Distributors and Manufacturers Association of Australia, the World Council of Optometry has decided to postpone the 4th World Congress of Optometry (WCO4) until 2023 due to COVID travel and health issues. We hope the AOA will join WCO for the rescheduled 4th World Congress from September 8-9, 2021 in Melbourne, Australia.

Membership

With memberships for both optometric organizations and individuals, WCO reflects a global community of those who are willing to support WCO in facilitating the development of global optometry and promoting eye health and vision care as a human right.
Thank you to the American Optometric Association

Thank you to the AOA for generously housing the WCO in your WCO St. Louis office! WCO is made to feel very welcome, and your in-kind contribution is truly appreciated.