**American Society of Clinical Laboratory Sciences-PA**

**Summer Leadership Meeting**

**Harrisburg Area Community College**

**August 19, 2006**

Present: Sandy Neiman, President, Ruth Negley, Past President, Sharon Strauss, President –Elect, Judy Hoover, Treasurer, Katie Franz, Secretary, Mary Ann McLane, Region II Director, Cindy L. Evans, Lanie Fessler, Michele Lachance, Eileen Molecavage, Barbara Snyderman, Jamie Zeiders

1.                  Call to order

            The meeting was called to order at 9:26 a.m.

2.                  Induction of New Officers and Board Members

            Ruth Negley inducted the following new officers and board members:

            Eileen Molecavage – Board

            Sharon Strauss – President –Elect

            Sandy Neiman – President

            Cindy Evans – Bylaws

            The three remaining board member, Mary Beth Meile, Lisa Bakken and Kim Leib will be inducted at the next board meeting

3.                  Introductions

4.                  Appointment of Parliamentarian

            Sharon Strauss was appointed Parliamentarian

5.                  Approval of Agenda

MOTION 1: Made by Katie Franz, seconded by Sharon Strauss.

I move that the ASCLS-PA Board of Directors approve the agenda as written.

Motion carried.

6.                  Approval of Minutes of Spring BOD meeting, May 3, 2006

MOTION 2: Made by Sharon Strauss, seconded by Jaime Zeiders.

I move that the ASCLS-PA Board of Directors approve the minutes of the May 2,

2006 Board of Directors meeting as printed.

Motion carried.

7.                  President's Report

            President Neiman presented a written report which listed her goals for the year.  She is looking for a volunteer to head up the Nominations committee in order to avoid a last minute rush in the Spring.  Mary Ann McLane stated that there will be 2 board seats, a bylaws seat and the Treasurer’s position in addition to President – Elect.  Some corrections were made to the Leadership Directory.  Sandy will make the corrections electronically and send them to the Leadership.

8.                  Secretary's Report

            Secretary Katie Franz reported on the results of two motions that were made electronically by the ASCLS-PA Board of Directors

ELECTRONIC MOTION 1:  Made by Jaime Zeiders, seconded by Mary Beth Miele.  I move that the ASCLS-PA approve the limited edition, Jerome Bettis/Super Bowl XL Commemorative football valued at $100 for the E&R silent auction and reimburse Mary Gourley.

Motion passed.

ELECTRONIC MOTION 2:  Made by Sandy Neiman seconded by Bill Hunt.

I move that ASCLS-PA BOD allocate $50 from O&A for the purchase of a  
Hershey’s chocolate basket to be donated to the ASCLS silent auction.

Motion passed.

9.                  Treasurer's Report

            Treasurer Judy Hoover submitted a written report.  She noted that  a new $5,000.00 CD (CD Fremont Inv& Loan) was obtained for six months at the suggestion of our Merrill Lynch advisor due to rising interest rates.  Judy also informed the board that Scholarship Fund CDs both mature next year, one in January ($10,000) and one in February ($5,000).  The board needs to think about what to do with this money.

MOTION 3: Made by Katie Franz, seconded by Ruth Negley.

I move that the ASCLS-PA Board of Directors approve the Treasurer’s Report

dated August 18, 2006.

Motion carried.

MOTION 4: Made by Katie Franz, seconded by Eileen Molecavage.

I move that the ASCLS-PA Board of Directors approve the Scholarship and

Awards Report dated August 18, 2006.

Motion carried.

            There was a discussion about reimbursement for delegates to the ASCLS meeting.  Initially discussions led to the board to defer a decision on this until the fall board meeting.  There was also some discussion about ASCLS-PA donating money to the Region II Caucus Breakfast.

MOTION 5: Made by Ruth Negley, seconded by Sharon Strauss.

I move that the ASCLS-PA Board of Directors donate $300.00 for the Region II

Caucus breakfast at the 2006 ASCLS meeting. Money to come from O&A line.

Motion carried.

MOTION 6:  Made by Eileen Molecavage, seconded by Jaime Zeiders.

I move that the ASCLS-PA Board of Directors reimburse delegates to the ASCLS

2006 National Meeting in the amount of $200.00 each.

Motion carried.

10.              Committee reports

a.         Awards – No written report.  Mary Ann McLane, Region II Director reminded the board members that some national awards can only start by coming from the state.  ASCLS Member of the Year, Key to the Future, and other student awards should be kept in mind while making nominations for state awards.  President Neiman is asking for all members of the Leadership to forward their resumes to her, highlighting society activities at the Chapter, State, Regional and National levels.  Please send these to Sandy as soon as possible.

b.         Bylaws – No report. Mary Ann reported that she received a listing of all state bylaws and that Pennsylvania’s is current.

c.         Career recruitment – No report.  Lanie Fessler is new in this position.  Mary Ann suggested that she start with the excellent materials available on the ASCLS web site.

d.         Con ed assistanceship – No report.

e.         Education scientific assembly – Janet Devine submitted a written report.  There were some additions to the student projections and graduates list.  Reading Area Community College, 2006 graduates 4, incoming 9, and Reading Hospital, 2006 graduates 4, incoming 2.

            As Region II Director, Mary Ann proposed that she have the opportunity to meet with the Pennsylvania educators to help them with the resources available to address the groups concerns that ASCLS is not doing anything on the national level relative to recruiting efforts.  Mary Ann will contact Janet to arrange this.  Cindy Evans reported that she participated in a shadow program that involved teachers from the local school district.

f.          Fed/state gov liaison/PAC – No written report, however, Region II will get a free breakfast for the Region caucus for 2007.

g.         File custodian – No report.  All present agreed that they are sure Bill’s attic is fine.

h.         Finance committee – No written report.  Via email, Scott Aikey, Finance Committee Chair, informed President Neiman that he will work with the treasurer to audit the books throughout the year as well as doing the year end audit for the fiscal year which ends 8/31/06.

i.          Leadership development – No written report.  Mary Ann reported that she attended the Leadership Development meeting in Chicago along with our state Leadership Development Chair, Mary Gourley.  There are some plans in the works at the National Level including the Leadership Academy.  Scott Aikey is on the task force for this project.  Mary Ann suggested that President Neiman ask Mary Gourley to keep the members apprised of the Leadership Development committee’s activities.  Also Ann Snyder is the Region II Leadership Development Representative and would also be a good source of information.  Mary Ann explained how the Leadership Academy would work and noted that states could have expenses associated with supporting individuals over the year long process.

j.          Membership development – Jaime Zeiders reported that as of August 19 there were 92 lapsed members, and as of January 1 there were 14 new members.  Jaime asked about informing the President when ever there is a new member.  In the past, the President has sent a welcome letter to all new members in the state.  Michele Lachance pointed out that the names of new members should also go the Chapter Presidents or chapter contacts if available.  In response to a question, it was noted that lapsed members are usually dropped from the membership lists in January.  There is information on the ASCLS website to help determine which members have not renewed.

k.         Newsletter – No written report. It was noted that Carolyn Snyder, the current newsletter editor is starting a business and may not be able to devote as much time for the newsletter.  A suggestion was made to consider putting the newsletter on line.  There were some concerns about reaching all of the members since not everyone has internet or email access.  One idea presented was to send an initial mailing letting members know about the availability of the electronic newsletter and asking them if they still would like a hard copy mailed to them.

            Either way, someone will need to help Carolyn and eventually take over this project.  Sharon Strauss will contact Carolyn to see what this would entail.  In the meantime, the Board is reminded to get articles in on time.  The board also needs to further consider the idea of the electronic newsletter and think about someone to take over from Carolyn.

            The deadline for the Fall Newsletter is September 2.  Some articles have been submitted.  The board noted that they would like to see a Summer Newsletter.

l.          PACE – No written report, however as of June 30, Sandy Toloczko processed 73 PACE credits.

m.        Webmaster – Sharon Strauss reported that yearly fees have been paid for the website.  She is continually updating the site as she receives information. Sharon noted that not all chapter contacts are up to date and asked that new contacts be sent to her.  There are pictures from the ASCLS-PA Spring meeting and also the ASCLS meeting in Chicago.

            Cindy Evans asked about job openings. Sharon stated that she will post any job information sent to her and noted that she usually received this information from members.

n.         Student membership – No report.

o.         Young Professional – Jaime Zeiders, Young Professional representative reported that she has been in contact with Sharon Bobrick the national Young Professional Chair.  Jaime attended a Strategic Planning session in Chicago.  She also reported that Delaware has had social activities for the state’s Young Professionals and this has increased attendance at dinner meetings.  It was noted that we do not currently have student representation on the board.

1. Chapter Development (ad hoc) Michele Lachance reported that there are some chapters that still remain inactive.  Mary Ann reminded those present that an active chapter must have an identified Leadership group.  At this time only the Delaware Valley and Northeast Chapters meet those criteria.  Michele met with Vicki Silcott who is working on activating the Washington DC chapter.  One of Michele’s goals is to get out a membership survey.  Jaime will send the membership files to Michele to help with the process.  Sharon Strauss will try and locate a list of which zip codes go with which chapters to make it easier to match the member with their chapter.  Sharon will try and post this on the web site.

11.              Old business

a.  ASCLS-PA Spring Meeting – A written report was submitted.  Profits were

down almost $7,000 from 2004.

b.  2006 Student Review Session- It was reported that 40 students from 6 states

attended the review session.  They were from DE, PA, NJ, WV, NY and MD.  A

profit of $1,300 was made.  There was good feedback from the attendees although

it was expressed that they would prefer individual session be longer.  There was

some interest from some states in holding their own review sessions.  Michele has

all her information on as disk to pass on.  She is also willing to help mentor the

next students with the review session.

c.       ASCLS 2006 Annual Meeting Chicago – Several members contributed to the

presentation of information from the Annual Meeting.  Sandy Neiman, Barb Snyderman and Mary Ann McLane talked about Abbot’s “Labs are Vital” Program.  The program web site labsarevital.com is highly recommended.   The site allows for feedback and shows the importance of labs and laboratorians.  Mary Ann reported on ongoing discussions between the Board of Registry and NCA relative to establishing a single certifying agency.  The discussions have been intense and difficult.  Mary Ann also reported that the Task Force position paper on Licensure passed the House of Delegates.

 financially, ASCLS is in good shape.  The 2005 Annual Meeting as well as CLEC and Legislative Day had good profits, however as hotels increase prices, especially for food functions, profits will start to go down.  There is interest from 3 universities about the work of the Professional Doctorate Task for for advanced Laboratory Practitioners.

The 2007 ASCLS Annual meeting will be July 17-21 in San Diego.

12.              New business

a.       ASCLS-PA 2007 Spring Meeting – Ruth Negley stated that she will need a lot

of help with the 2007 meeting if she is to continue as meeting chair.  She will be able to coordinate the meeting, but will need help to put the program together.  Sharon Strauss volunteered once again to handle the registration.

Some ideas were offered for a different meeting format and were met with positive reactions from the members present.  Some members volunteered to help with the meeting.  The final meeting dates will be decided after dates for a major Virology conference are determined to avoid conflicting with that conference.  All members present volunteered to pick a name of a missing board member to contact about helping out with the meeting.

13.              Region II business

a.         Region report update – Mary Ann presented an update of Region II business.  She also presented some information about the 2008 meeting.  The article from the Reader’s Digest article and some of the Reponses of members of our organization were also discussed.

14.              Chapter reports

a.         Delaware Valley – No report

b.         Lehigh Valley- No report

c.         Northeast- Is having a speaker give a talk on Lyme Disease on September 12.

d.         Southwest- No report

e.         Susquehanna- No report

f.          Northwest- No report

g.         Southcentral- No report

h.         Northcentral- No report

15.              Announcements

The date for the Fall Board Meeting is Saturday, November 11 at RACC.  The date for the Winter Board Meeting is Saturday, January 20 at HACC.

16.              Adjournment

The meeting was adjourned at 1:33 pm.

Respectfully submitted,

Katie Franz

Secretary