**PENNSYLVANIA SOCIETY FOR CLINICAL LABORATORY SCIENCE**

**MINUTES AND BOARD ACTIONS**

**SUMMER MEETING AUGUST 21, 2004**

Approved at the November 2004 PSCLS Board Meeting

**PRESENT:**  Barbara Snyderman, President; Charles Wilson, Past-President; Ruth Negley, President-elect; Judy Hoover, Treasurer; Board Members Rita Walker, Ronnie Aurello, Regina Halbiger, and Bill Hunt; Jamie Zeiders, First Year Professional Representative; Scott Aikey, Finance Committee Chair; Carolyn Snyder, Newsletter Editor

The meeting was called to order by President Snyderman at 0930.  She thanked all present for sacrificing a summer Saturday to take care of society business.  She also expressed appreciation to Secretary Sandra Neiman, who was unable to attend, for making arrangements for meeting space.

Scott Aikey was appointed parliamentarian.

**Agenda:**  Reports of the chair of the 2004 Student Review Session and Web Master were added to the agenda.

**Motion 1:** Bill Hunt moved (Hoover second) that the PSCLS Board of Directors approve the agenda as amended.  Motion carried.

**President’s Report:** President Snyderman thanked the board for their confidence in electing her to serve a third term as President.  She plans to assist all geographic areas this year in “lunch and learn” programs, in addition to aiding committees in achieving their goals.

**Secretary’s report:** Minutes from the April 2004 Board of Directors meeting were not available.

**Treasurer’s Report/Finance Committee:** Mr. Aikey presented the comprehensive audit that he and Mr. Hunt prepared.  All monies are accounted for and the books will be turned over to the new treasurer on September 1, 2004.

A new credit card company and banks will be contracted with once the books are transferred to Ms. Hoover.

It was noted that a substantial profit was made from the 2004 annual meeting in King of Prussia due to the hard work of the committee and support from our partners in industry.

**Motion 2:** Charles Wilson moved (Walker second) that the PSCLS Board of Directors accept the audited balance sheet report dated 8/31/2004.  Motion carried.

Discussion centered around the maturing CDs and the society’s other investments.

**Motion 3**: Bill Hunt moved (Hoover second) “that the PSCLS balance sheet investment for Mass Investor’s Trust Stock and ML Capital Fund Class B Stock reflect the initial investment”.  Motion carried.

**Motion 4:** Charles Wilson moved (Negley second)” that the PSCLS Board of Directors direct the treasurer to invest up to $8000 from the PSCLS Scholarship and Awards Balance Sheet into a CD or bond account”.  Motion carried.

**Motion 5:** Ronnie Aurello moved (Halbiger second) “that the PSCLS Board of Directors move $142.10 from the PSCLS O&A line item to the Sandra Keener Scholarship Fund”.

Motion carried.

**Motion 6**: Ronnie Aurello moved (Walker second) “that the PSCLS Board of Directors accept the Treasurer’s report of the period ending 6/30/2004”.  Motion carried.

**Motion 7:** Ruth Negley moved (Wilson second) “that the PSCLS Board of Directors award the balance of the Mercedes Cole Scholarship fund to one last recipient and that the account be closed”.  Motion carried.

The guidelines for the Dolbey Scholarship were reviewed.  The President appointed a committee to review the guidelines further and report back to the fall board meeting.  The committee members are Ruth Negley, Chair, Patsy Bering and Barbara Snyderman.

**Web Page Coordinator:** Sharon Strauss presented the report prepared by Mary Ann McLane.  A decision was made to change the server, due to poor service and the opportunity to save money.

**Bylaws Committee: President** Snyderman explained the rationale for considering a name change for the society.  Many states, at the request of ASCLS, have changed the name of their societies to ASCLS—XX (Post office abbreviation) to better link the states with the parent organization.  PSCLS considered this in the past and rejected the idea.

**Motion 8:** Bill Hunt moved (Aurello second) “that the PSCLS Board of Directors direct the Bylaws Committee to prepare amendments to the Bylaws and Regulations to change the name of the Pennsylvania Society for Clinical Laboratory Science to the American Society for Clinical Laboratory Science—PA.”

Discussion:  Mr. Wilson felt that this change was long overdue and would strengthen the parent organization.  Ms. Snyder, speaking as past chair of the Membership Development Committee, stated that new members do not always understand that when they join PSCLS that they are also members of ASCLS.

Motion carried.  The Bylaws Committee will prepare the changes in order to publish them 30 days prior to the Annual House of Delegates in Spring, 2005.

**First Year Professional:** The President reviewed the action of the ASCLS House of Delegates creating a First Year Professional member a voting seat on the ASCLS Board of Directors.

Ms. Hoover stated that she would like PSCLS to wait and see what effect the national FYP has on retaining student members.  Ms. Negley added that assigning a mentor to all student members might increase their conversion to first year professional membership.  Mr. Aikey reviewed the membership lists and said that PSCLS has 3 FYP members at this time.  A problem at the state level is that many students are from other states, and that serving a two-year term (student representative/FYP) might not be possible.

There was no further action on this item.

**Combination of Annual Meeting Board and House meetings:** No action required.  We currently have a request in place to review the House minutes at the Summer Board Meeting, rather than waiting until the following year’s House of Delegates.

**Student Review Session:** Ruth Negley reported that 42 students attended and that Quest Diagnostics paid for all expenses.

**2005 Annual Meeting:** Ms. Hoover, General Chair, is negotiating with three hotels in the Harrisburg/Hershey area and will report to the Board as soon as a contract is available.

**2006 Annual Meeting:** The Board reviewed the contract.  It was noted that the hotel had a nominal increase in prices over the 2004 meeting.  Board dinner and registration prices will have a slight increase.

**Motion 9:** Ruth Negley moved (Aurello second) “that the PSCLS Board of Directors direct the PSCLS President to sign the 2006 Scanticon contract for the annual meeting”.  Motion carried.

**Motion 10:** Bill Hunt moved (Walker second) “that the PSCLS assist the chapters in having Tek Trek meetings, with funding to come from the Sandra Keener Tek Trek Fund.  Total support per chapter not to exceed $300”.  Motion carried.

There was no old business or new business.

Announcements:  Harrisburg Area Community College needs instructor(s) for its blood bank classes, which begin 9/29/2004.  It is a 10 week course, meeting Tuesday and Thursday from 11AM—2:30 PM.  Contact Ruth Negley.

Long time member Rita Rusenko passed away August 3 after a long illness.

There was no other business.

**Motion 11:** Regina Halbinger moved (Aurello second) “that the PSCLS Board of Directors adjourn at 1300”.  Motion carried.