**PSCLS FALL BOARD MEETING   
Holy Spirit Hospital, Camp Hill, Pennsylvania   
September 16, 2000**

PRESENT:   Bill Hunt, President; Loretta Nemchick, President Elect; Barbara Snyderman, Past  President; Sandy Neiman, Secretary; Mary Gourley, Treasurer; Sharon Strauss,  Board Member; Katie Franz, Board Member; Judy Hoover, Board Member;  Brooke Slick, Student Representative; Scott Aikey, Finance Chairman

1. Call to Order:  President Bill Hunt called the meeting to order at 10:00 a.m.   
 Introductions:  The only new member to be introduced was Brooke Slick, Student Representative.   Quorum was ascertained.

2. President’s Remarks:  Roma Brown is recovering from surgery.  We will send her a get well card.  Patsy Bering is absent from this meeting to care for Roma. Mary Ann McLane is in Paris - presenting a research paper to the International Society of Toxinology.  Hunt announced death of Sister Laurine Graff - Board is sending a sympathy card to her family.   
Agenda amended and approved. Meeting dates: Saturday, November 11, 2000 -Region II Council Meeting, Frederick, MD. Hunt will attend.  March 31, June 16, 2000 - also Region II.

3. Secretary Neiman distributed minutes for Spring board meeting.  Barbara Snyderman made a motion to approve minutes as submitted.  Sharon Strauss - 2nd motion.  Minutes were approved as written. Neiman also distributed minutes from House of Delegates meeting, Spring, 2000.  These need not be approved until Spring, 2001 - or the next House of Delegates meeting.

4. Treasurers' Report was distributed (See attached).  Annual balance is decreasing regularly due to losses at annual meetings. $9000 from contingency fund will be transferred to balance next  year's budget. Despite lack of income from state annual meeting, we still have an excess of  $9266.46  (minus Spring meeting profits).  Aikey sees this as a result of fiscal responsibility of members.

 Net stock balances are in the black.

 Actual profit from Spring, 2000 meeting was $7471.87.

 Motion 2: Loretta Nemchick moved that the Treasurers Report ending fiscal year  August  31, 2000 be accepted and submitted for external credit.  Seconded by Katie Frantz.  Motion  carried.

 Motion 3: Loretta Nemchick moved that the Treasurers Scholarship and Award Fund report  ending August 31, 2000 be accepted and filed for external audit.  Seconded by Barbara  Snyderman.  Motion carried.

 Snyderman raised the question of where profits will be allocated.  Question was deferred  by Hunt.

 Motion 4: Snyderman moved that profits from Spring meeting be split among the active chapters.   Seconded by Sharon Strauss.  Motion was defeated.

 Motion 5: Barbara Snyderman moved that the board direct the PSCLS President to inform all  Chapter Presidents that financial assistance, if needed, is available for programs and/or activities,  subject to board approval.  Be it noted:  The president will also inform the chapter presidents that  there will be no annual meeting profit split for the year 2000.

 Aikey made a decision to eliminate the sales tax license.  It had expired December 31, 1999 and he  elected not to renew it.  We have no plans to sell retail items.  A new license could be obtained  over the Internet within 48 hours if needed in the future.

5. PSCLS had purchased a computer for the treasurers' office.  It has recently died.  Aikey is asking what to do with the hardware.  He was able to save data.  Since it is basically useless,  question is moot.  PSCLS Board of Directors commended Scott Aikey for exemplary service as  PSCLS Treasurer.  Seconded by Katie Frantz.  Motion carried.

6. Student Forum.  Slick presented her report.  Her objectives are to plan a successful student forum meeting;  write an article for the PA newsletter and represent PSCLS at the ASCLS 2001 Annual meeting.

7. Region II Update:  Dates of upcoming meetings are listed in 3.  Presidents' Report.

8. Committee Reports   
• Awards:  Snyderman asked where monies will come from for newly created awards.   
• Bylaws:  Aikey reported that he is typing up new handbook as contracted by the  Board.  He will have it ready for the January Board meeting.   
• File Custodian:  Hunt asked that members send materials to him.   
• Career Recruitment:  Neiman asked for suggestions as to "beefing up" career recruitment.  After much discussion the board felt that the Internet is one of the best sources to reach young people.  Neiman asked if the board would provide financial assistance to Rebecca Hartman at IUP for career recruitment.  The board requires a specific proposal with request for monies.  Neiman will contact Hartman.  Also, McLane will consulted as to career content on ASCLS and PSCLS websites.  Nemchick suggested that the Education Scientific Assembly be charged with a recruitment task force.  Neiman will take it to their Fall meeting.

 e. Continuing Education Assistantship   
     Motion 7: Snyderman moved that the PSCLS BOD approve $3000 for one   
     Dolbey Graduate Scholarship to be awarded April, 2001.  Seconded by Sharon Strauss.  Motion carried.

     Motion 8: Strauss moved that PSCLS award a $1000 Mercedes Cole  Scholarship for 2000-01.  Seconded by Snyderman.   Motion carried.

  Motion 9: Nemchick moved that PSCLS direct $3000 to be allocated for the Keener Scholarship fund for 2000-2001.  Seconded by Katie Franz.  Motion carried.

 f. Federal Government Liaison on PAC:  No report.

 g. Finances:  Auditing is forthcoming.

 h. Leadership:  Publicity in newspapers is forthcoming.

 i. Newsletter

  Motion 10:   Snyderman moved that "formerly the PSMT" logo be removed from all future stationery, newsletters and documents.  Seconded by Strauss.  Motion carried.

 Suggestions for newsletter articles:   
  1) scholarship applications   
  2) Sister Laurine's death   
  3) members' accomplishments   
  4) invite letters from Education Scientific Assembly on career recruitment

 j. State Government Liaison - no report.

 k. PACE - no report.

 l. Membership Development - ASCLS is encouraging us to join with another society due to acute drop in national membership.

 m. Education SA - no report.

 m. Web Page

9. Chapter Presidents Reports

 a. Delaware - will have monthly meetings.   
 b. Lehigh Valley - will revitalize; plan on four meetings for this year.   
 c. Northeast - no report.   
 d. Northwest - no report.   
 e. Southwest - no report.   
 f. Susquehanna - is revitalizing - looking for innovative continuing education ideas

10. Old Business:  There is no Old Business.

11. New Business:

 a. Goals for PSCLS this year:

  1) Joint Spring meeting with New Jersey CLMA aborted.  Snyderman suggested a two day Spring meeting in the King of Prussia area.  We could do awards, business meting and one day educational meetings.  Aikey stated that there is money in the Tek-trek fund that could be utilized ($3400 remains in the fund).  Aikey feels that a $49 per day registration fee subsidized by the Keener money would be reasonable.  Snyderman feels  confident that Ortho, Beckerman, Abbott or Roche   
would be willing to contribute about $500.  Aikey feels that we should do two Tek-Treks - perhaps April in Philadelphia and May in Pittsburgh.  Snyderman suggested a Job Fair in conjunction with the student activities.  Aikey will look into hotel recommendations.  A May meeting is suggested for both sides.  Philadelphia may be Tuesday and Wednesday, or     Wednesday and Thursday.  Pittsburgh would be a one-day meeting.

 Motion 11: Snyderman moved that PSCLS BOD allocate $2000 from the Keener Tek-Trek fund to affect expenses from the 2001 meetings in Philadelphia and Pittsburgh.  Seconded by Sharon Strauss.  Motion carried.

 b. PSCLS Sources of Income.   Major source is Annual Spring meeting.

 c. PO Box Question:  Does it serve a purpose?  Answer (by Hoover):  We receive correspondence from New Net, NCCLS, Hershey Medical Center (Children's Miracle Network), Hospice Newsletter from Hawaii.  It appears to be useful -    therefore it will be retained at $40 per month.

  Question:  Is the 800 number still useful?  Answer (Snyderman):  It is used sparsely.  The cost is approximately $300 per year. Hunt noted that many members do not use e-mail, therefore, it should be retained.

 d. Sister Laurine Graff donation.  McLane will be asked to create an obituary for the PSCLS Newsletter and the ASCLS news.

 Motion 12: Sharon Strauss moved that PSCLS BOD donate $250 to the Sisters of Divine Providence in memory of Sr. Laurine Graff.  Be it noted that money is to be taken out of O & A.  Seconded by Katie Franz.  Motion carried.

 e. Scott Aikey's Nomination.

 Motion 13: Neiman moved that PSCLS BOD sponsor Scott Aikey's nomination as Secretary/Treasurer of the ASCLS Board of Directors and allocate money not to exceed $200 for the purpose of campaigning.  Money is to come from the O & A line item. Seconded by Snyderman.  Motion carried.

 f. Treasurer wants to replace $5000 to contingency fund (it was removed last year).Reserve fund should be replenished to bring it up to $10,000. Continuing education needs to be increased.  Aikey suggests that it be increased to $1000.  It was suggested that delegate line items be increased due to high expenses related to attending the ASCLS meeting.

 Motion 14: Gourley moved that PSCLS BOD approve the allocation of the remaining General Use Fund fiscal year 1999-2000 as follows:   $5000 to Contingency Fund   $2529 to Reserve Fund 2001-02 and remaining monies to general  operating fund for fiscal year 2000-01 as follows:  $400 awards  $500 continuing education  $837.46 delegate fund   Seconded by Sharon Strauss.  Motion carried.

 g. Winter Board Meeting: January 20 or 27, 2001,Reading (Reading Area Community College)   
  Spring Board Meeting : April or May, Philadelphia

12. Adjournment

 Motion 15: Strauss moved that the PSCLS Board of Directors adjourn.  Seconded by Aikey.  Motion carried.  Meeting adjourned at 2:40 p.m.

Respectfully submitted,

Sandra A. Neiman

Secretary