**American Society for Clinical Laboratory Science-PA**

**Board Meeting**

**Genomind, King of Prussia, PA**

**October 8, 2016**

**Board:** Jean Buchenhorst, President; Ann Spjut, President-Elect; Travis Bicher, Secretary; Scott Aikey, Treasurer; Marianne Downes, Board Director; Sharon Strauss, Board Director; Rebecca Falsone, Board Director; Joshua Cannon, First Year Professional; Khadidja Derrouche, Student Director (9/6, quorum)

**Present:** Mary Gourley; Marybeth Miele; Stephanie Noblit; Michelle Nguyen; Nassouh Mourabet

1. Call to order – President Buchenhorst called the meeting to order at 9:20 AM.
2. Secretary’s Report – Secretary Bicher presented Past Secretary Hunt’s minutes from the Board and Annual Business/House of Delegates Meetings at the spring convention as well as his own notes from the Planning Meeting for the ASCLS National Convention.

MOTION 1: Moved by Bicher, seconded by Spjut, that the ASCLS-PA Board of Directors approve the Board Meeting and Annual Business Meeting minutes dated 4/11/16 as well as the Planning Meeting notes dated 6/11/16, with attached email motions dated 6/17/16, as presented. Motion carried.

1. Treasurer’s Report – Treasurer Aikey gave a written and verbal report concerning leftover funds from FY 15-16, the switch in checking from Bank of America to Wells Fargo, and a couple bounced checks as a result. He also made suggestions of investment accounts at Wells Fargo to move the scholarship funds and Operating Fund into.

MOTION 2: Moved by Bicher, seconded by Cannon, that the ASCLS-PA Board of Directors accept the Treasurer’s report dated 9/1/15 - 8/31/16 for both the Operating Fund and the scholarship funds and file for audit. Motion carried.

MOTION 3: Moved by Strauss, seconded by Downes, that the ASCLS-PA Board of Directors move $6532.03 from FY 15-16 General Use Funds to FY 16-17 Reserve Funds. Motion carried.

MOTION 4: Moved by Spjut, seconded by Strauss, that the ASCLS-PA Board of Directors allocate $1,500 for each scholarship fund, Dolby and Memorial. The remaining balance for the Memorial will be taken from O&A. Be it noted that future Memorial Funds will be taken from the Operating Fund. Motion carried.

MOTION 5: Moved by Strauss, seconded by Spjut, that the ASCLS-PA Board of Directors open an account in the Wells Fargo Lord Abbott fund for $25,000 of the scholarship funds. Motion carried.

MOTION 6: Moved by Downes, seconded by Strauss, that the ASCLS-PA Board of Directors move funds from Merrill Lynch assets into investment funds with Wells Fargo in the amounts of $30,000 in the PIMCO fund and $20,000 in the Lord Abbott Fund, with the remaining balance placed in checking. Motion carried.

1. T-Shirt Fundraiser – Bicher reported on sales, which are now profiting. Shipping and advertising methods were discussed.
2. Awards Committee – Gourley presented lists of award recipients from this year and prior years and encouraged leadership to find nominees. Concerns were raised over the Estolle Gross Award being given to an individual only once.

MOTION 7: Moved by Bicher, seconded by Downes, that the ASCLS-PA Board of Directors remove the requirement that the Estolle Gross Award be presented to a recipient one time only. Motion carried.

1. Bylaws Committee – Gourley submitted amendments to be made to the Bylaws and SOP’s in compliance with changes made at the national level this past August. Specifically, the position of “First Year Professional Director” is to be renamed “New Professional and New Member Director”, and the ability of the president to appoint a student member or new professional/member to these respective positions was clarified.

MOTION 8: Moved by Bicher, seconded by Strauss, that the ASCLS-PA Board of Directors approve the proposed Bylaw and SOP changes and direct the Bylaws Chair to forward them to the ASCLS Bylaws Committee for review. Motion carried.

1. Federal/State Government Liaison – Noblit spoke on the CMS’s April announcement of equivalency of a nursing degree with a hard science degree for the purposes of performing high complexity testing, the ASCLS’s petition against the move, which had over 35,000 signatures, and meeting with the agency to discuss the issue and its potential negative impacts. Representatives of the agency said that they would look into changing the policy, but this may require proposal of new regulations. Leg Day was also discussed.

MOTION 9: Moved by Cannon, seconded by Derrouche, that the ASCLS-PA Board of Directors cover the cost of early bird registration for up to 6 people to attend the Legislative Symposium. Motion carried.

1. Membership Development – Downes, who has been assisting Osborne, proposed calling lapsed members like last year. A few members volunteered to assist.
2. Newsletter – Aikey and Cannon talked about the missed September deadline for the Fall issue and the need to get it published ASAP. Ideas for the December issue were discussed.
3. Social Media – Noblit recommended using the online forum.
4. Webmaster – Strauss noted that the meeting minutes posted online hadn’t been updated since 2013. Bicher volunteered to obtain them from Hunt.
5. Student Activities – Cannon and Derrouche talked about the Student Review Session. Combining it with the PA Annual Meeting was discussed but ultimately dismissed, and it was decided to hold it the first week of June, likely at USciences. It was also suggested to rename it to the MLS/MLT Review Session.
6. PA Annual Meeting 2017 – The date was set as somewhere between May 2-4 (Tues-Thurs). Aikey agreed to look into dates and prices for the DoubleTree in Plymouth Meeting, which will decide in conjunction with how many speakers Spjut, Franz, and Downes can get whether it will be 1 or 2 days long. Michelle to send out email request to vendors.
7. Delaware Valley Chapter Report – Buchenhorst and Derrouche reported on the recent meeting, which included plans of getting together a bowling night as a social activity in early January.
8. Philadelphia Science Festival – Noblit said she will likely have a booth again this year, but registration only opens 1/23. A decision on funding should be made before early bird registration ends 3/1.
9. Alpha Mu Tau Memorial Fund – Aikey announced possibly establishing a fund, to be made in the name of Roma Brown, who was ASCLS president in 1970 and recently passed away, and suggested that members make a donation. He will contact Barbara Snyderman about writing an obituary.
10. Adjournment – President Buchenhorst adjourned the meeting at 12:20pm.

Submitted by Travis Bicher, ASCLS-PA Secretary