

**American Society of Clinical Laboratory Sciences-PA**  
**House of Delegates**  
**Scanticon Conference Center, Valley Forge PA**  
**May 2, 2006**

Present: Ruth Negley, President, Barbara Snyderman, Past President, Sandy Neiman, President-Elect, Judy Hoover, Treasurer, Katie Franz, Secretary, Mary Ann McLane, Region III Director, Scott Aikey, Lisa Bakken, Mary Gourley, William Hunt, Michele E. LaChance, Kim Leib, Eileen Molecavage, Carolyn Snyder, Sharon Strauss, Sandy Toloczko, Charles Wilson

The meeting was called to order at 5:04 PM.

Appointment of Parliamentarian- Scott Aikey was appointed Parliamentarian.

Approval of Agenda-

MOTION 1: Made by Katie Franz, seconded by Eileen Molecavage.

I move that the ASCLS-PA House of Delegates approve the agenda as amended.

Motion carried.

Credentials – Credentials report showed 15 delegates and 2 guests in the House. The guests were ASCLS President Bernie Bekken and Region II Director, Mary Ann McLane. Scott Aikey asked permission for the guests to be seated in the house. Permission was granted.

Region II Report – Region II Director, Mary Ann McLane presented the following information from Region II and National.

- During National Medical Laboratory Professionals week, 18 laboratory staffs that were affected by Hurricane Katrina, were adopted by the staffs of laboratories in Region II. The University of Delaware adopted Delgado Community College in New Orleans. Responses from the adopted labs will be in a Region II article in ASCLS today in July.
- Let Mary Ann know about any accomplishments for you or any other members to include in her Kudos for the region.
- Make sure to check out the redone Region II website.
- If you are a delegate to the national meeting, make sure to register and check out meeting materials available online. Make sure to bring your program with you and print out handouts online. They will not be available at the meeting. A CD of the handouts will be given out at the meeting.
- In 3-5 years Elissa Passiment will retire as Executive Vice-President of ASCLS. All historical materials from the society are stored in her basement. Volunteers will be going through these materials.

- The ASCLS Board of Directors reviewed structure of the State Committees. Membership Recruitment and Service will be split off. Membership Services will have a representative from each Region. Vicki Silcott is the rep from Region II.

At this time the meeting was handed over to Speaker of the House Carolyn Snyder.

President's Report - President Ruth Negley submitted a written report.

Secretary's report - Approval of the minutes from the May 2005, House of Delegates.

MOTION 2: Made by Mary Gourley, seconded by Sharon Strauss.

I move that the ASCLS-PA House of Delegates approve the minutes of the 2005 PSCLS House of Delegates dated May 10, 2005.

Motion carried.

Treasurer's Report - The treasurer's report is combined with the Finance Committee's audited report. Scott Aikey, Finance Committee, reported that all the books are in order and all money is where it should be. Relative to retained earning, both the Finance Chair and the Treasurer recommend that remaining General use funds be allocated or go into the 05-06 reserve funds

MOTION 3: Made by Bill Hunt, seconded by Katie Franz.

I move that the ASCLS-PA House of Delegates move the retained earnings of \$2345.76 for fiscal year 9/1/04 -8/31/05 to fiscal year 9/1/05 - 8/31/06 operating funds.

MOTION 4: Made by Sharon Strauss, seconded by Ruth Negley.

I move that the ASCLS-PA House of Delegates approve the audited treasurer's report dated 8/3/2005.

Motion carried.

Keener Tek Trek fund, Barb Snyderman reminded the House members that there had been a discussion about using these funds for the activities of Chapters that could not afford them. Would this follow Sandy Keener's intended use of these funds? A consensus among the members was to keep the money where it is.

The Mercedes Cole fund is depleted and the books for the Scholarship and Awards fund are in good shape.

Treasurer Judy Hoover then presented her written report. Bill Hunt had a questions as to money from Advance due to the state. Judy stated that she had a call in to them regarding these funds. Hoover recommended that the reinvested Capitol One CD be held until we find out what we owe the hotel for this year's meeting.

Adjourned for dinner at 5:58 PM

Meeting was reconvened at 7:35 PM

Judy Hoover continued the treasurer's report.

MOTION 5: Made by Scott Aikey, seconded by Mary Gourley.

I move that the ASCLS-PA House of Delegates approve funding for the 2006 Student Forum Chair to attend the 2006 ASCLS Chicago meeting with the money to come from the Student Forum line item.

Motion carried.

Barb Snyderman opposed motion 5. She explained that it was not because she does not want the students' attendance at the ASCLS meeting funded but she disagrees with how the funding was allocated from a budget line with zero dollars in it.

MOTION 6: Made by Michele Lachance, seconded by Mary Gourley.

I move that the ASCLS-PA House of Delegates approve the treasurer's report dated March 31, 2006 to include the general fund, and Scholarship and Awards, and file for audit.

Motion carried.

Student Forum Report – Michele Lachance reported that she is working a \$500.00 donation from Quest Diagnostics for the Student Review taking place on June 3. Only 4 students have registered so far.

#### Nominations and Elections

By-Laws Committee- Cindy Evans accepted the nomination for By-Laws committee Board – 4 Board members are needed (2 members are resigning with one year left on their terms and 2 members are ending their terms). Jamie Zeiders and Brooke Speidel will remain on the board until 2008

Nominees for the board positions are:

Kim Leib

Lisa Bakken

Mary Beth Meile

Eileen Molecavage

A vote was taken by the delegates and the results are as follows:

Mary Beth Meile and Lisa Bakken were elected to the two 3 year terms

Kim Leib and Eileen Molecavage were elected to fill the two one year terms left by the resigning board members.

MOTION 7: Made by Mary Gourley, seconded by Judy Hoover.

I move that the ASCLS-PA House of Delegates destroy the ballots.

Motion carried.

Cindy Evans was elected to the By-Laws committee by acclamation.

Ruth Negley nominated Eileen Molecavage to the post of President Elect. Eileen declined the nomination.

Sandy Neiman nominated Sharon Strauss to the post of President Elect. Sharon accepted the nomination

MOTION 8: Made by Mary Gourley, seconded by Judy Hoover.

I move that the ASCLS-PA House of Delegates elect by acclamation Sharon Strauss as President – Elect.

Motion carried.

2006 Annual Meeting- reported by Mary Ann McLane, meeting General Chair

Attendance totals as follows:

85 Members

136 non-members

1 Student member

33 student non-members

5 guests

Total 260

76 registered for Wednesday

95 registered for Thursday

61 Speakers

At this time there is no financial report available. Mary Ann stated that this meeting has had fewer attendees than in the last two years.

Carolyn Snyder pointed out that both AACC and PSSAMT gave monetary donations to the meeting and PABB did not. Barb Snyderman mentioned that all of the PABB attendees bring in revenue. It was also noted that vendor donations are decreasing.

Mary Ann stated that there will most probably be a profit from this meeting. She also noted that she will be unable to chair this meeting in 2008. Whoever takes the position will need some mentoring.

Ruth Negley had some questions about reimbursement for Board members attending this year's meeting. The consensus among the delegates was that reimbursement would be appropriate. Board members should submit for reimbursement for the meeting and the board dinner within one month after the meeting.

A discussion followed relative to this year's low attendance.

2007 Annual Meeting - A suggestion was made to make the meeting in Harrisburg a two day meeting. Ruth Negley is willing to be mentored into the General Chair position. Barb Snyderman, Scott Aikey and Mary Ann offered assistance as mentors. This led to a discussion relative to the cost of continuing the Philadelphia area meeting (2008) at the Scanticon. Mary Ann will ask about prices for a meeting in 2008.

Nominations and elections of delegates to the 2006 ASCLS meeting - The state is allowed the President, President Elect and a student representative. In addition we are allowed 5 other delegates. Members present were polled to see who was planning on attending the meeting.



MOTION 9: Made by Sandy Neiman, seconded by Michele Lachance.

I move that the ASCLS-PA House of Delegates elect:

Barb Snyderman

Bill Hunt

Lisa Bakken

Mary Gourley

Sharon Strauss

To be delegates to the 2006 ASCLS meeting in July in Chicago.

Motion carried.

Awards – See written report. Gregg Palastro will be resigning his position as Awards Chair. Incoming President Sandy Neiman has asked Mary Gourley to take this position and she has accepted.

By-Laws – see written report

Con – Ed – see written report. It was noted that the Dolby Scholarship has not been awarded in a long time. A question was raised about more advertising of this position.

PAC – Charles Wilson is collecting PAC donations. There has not been much activity. Charles asked about a stipend to fund the position of State/Federal government liaison to go to Legislative Day. Scott Aikey stated that we have funded this in the past. Currently we do not fund student participation in this activity. A suggestion was made to try and come up with funds to sponsor a student from Pennsylvania to attend next year's legislative day. A possibility is to use income generated from the student review session.

File Custodian - Bill Hunt stated that the files are safe in the attic.

Leadership Development – see written report. Ann Snyder of Maryland is the regional representative. At the Interim ASCLS Board Meeting there was a discussion relative to a Leadership Academy. This effort is being led by Rick Panning, Region V Director. The Academy would be for targeted Leadership Development for first time leaders. A task force has been formed.

Membership Development - No report. Jaime and Ruth will start work on the committee after the Spring Meeting.

Newsletter – Carolyn Snyder reported that she has run out of the color shells on which the newsletter is printed. She does not want to print anymore until we decide on a new logo. As of this time Carolyn will continue as newsletter editor.

PACE – see written report. Kudos to Sandy Tolokzco for Administering the PACE program. It is a lot of work to organize. Eileen Molecavage was also recognized for her help with the program.

Webmaster – A written report was submitted. We are not able at this time to offer online registration for the annual meeting. Webmaster Sharon Strauss thought that this may be possible in the future. Sandy Neiman offered compliments on the website and said that it served as a valuable resource to the speakers.

Chapter reports – No written reports were submitted for the Chapters

Old business - Logo contest – Mary Gourley and Scott Aikey had suggestions for the Logo. A new logo idea was approved.

New Business – Budget 2006-2007. The budget was presented by Treasurer Hoover. The Board needs to decide what to a sum of \$7,447.70. Scott Aikey suggested some of the money go to the Scholarship fund and the rest to the contingency fund. A discussion followed with suggestions from the delegates.

MOTION 10: Made by Barb Snyderman, seconded by Lisa Bakken.

I move that the ASCLS-PA House of Delegates move \$2,400.00 from the net line item of the 2006-2007 budget into the Memorial Scholarship line item, \$500.00 to the Student Forum line item, and the remainder into the contingency fund.

Motion passed.

MOTION 11: Made by Bill Hunt, seconded by Sandy Neiman.

I move that the ASCLS-PA House of Delegates approve the 2006-2007 budget as amended.

Motion passed.

2006 Student Review Session. – Ruth Negley had a question about funding both students to go to Chicago. The consensus among the delegates was that the most active Student Representative should be funded. Only one student can go be a delegate at the National meeting.

Installation of New Officers – It was decided to defer the installation of New Officers until the Summer Leadership Meeting which will take place on August 19, 2006.

MOTION 12: Made by Lisa Bakken, seconded by Sandy Neiman

I move that the 2006 ASCLS-PA House of Delegates adjourn.

Motion passed.

Respectfully submitted,

Katie Franz

Secretary