

**American Society for Clinical Laboratory Science-PA
Annual House of Delegates Meeting
Harrisburg Area Community College
May 15, 2007**

Present: Sandy Neiman, President, Ruth Negley, Past President, Sharon Strauss, President –Elect, Katie Franz, Secretary, Judy Hoover, Treasurer, , Scott Aikey, Lisa Bakken, Leah Campbell, Jaime Gordon, Mary Gourley, Bill Hunt, Michele Lachance, Kim Leib, Mary Beth Miele, Eileen Molecavage, Barbara Snyderman, Chris Thomas, Sandy Toloczko , Guests: Elissa Passiment, ASCLS Executive Vice-President, Mary Ann McLane, Region II Director

1. Call to Order & Introductions – The meeting was called to order by President Sandy Neiman at 5:30 pm. Introductions were made. The meeting was then turned over to Speaker of the House Mary Gourley.
2. Appointment of Parliamentarian – Barbara Snyderman was appointed Parliamentarian
3. Credentials Report – The credentials report showed 18 delegates and 2 guests in the House.
4. Approval of Agenda

MOTION 1: Made by: Katie Franz seconded by: Lisa Bakken.
I move that the ASCLS-PA House of Delegates approve the agenda as amended. Motion carried.

5. Approval of 2006 HOD meeting minutes

MOTION 2: Made by: Bill Hunt seconded by: Barbara Snyderman
I move that the ASCLS-PA House of Delegates approve the minutes to the ASCLS-PA May 2, 2006 House of Delegates meeting.
Motion carried.

6. President's Report- Please refer to report to the ASCLS-PA Board of Directors on May 15, 2007

7. Secretary's Report – No report
8. Treasurer's Report – Finance Chair Scott Aikey, presented an audited report and reported that the books are in order. This report reflects the fact that the books have not adjusted the two stock funds in several years. At the end of the fiscal year we should make adjustments to the actual value of the stocks. Taxes were submitted with the new information with the revised, audited report. Scott noted that the audit should be done before the taxes are due. He recommended getting the audit done in September before the October meeting.

MOTION 3: Made by: Eileen Molecavage seconded by: Katie Franz
I move that the ASCLS-PA House of Delegates approve the audit dated August 31, 2006. Motion carried.

Treasurer Judy Hoover presented the written Treasurer's report. Of note was the receipt of a check from Advance in January, which was for three years. Also noted was the Society's name change was not submitted for credit card charges. If you charged your registration for the Spring Meeting, your statement will read "PA Society for CLS. Judy then answered questions from delegates about the report.

MOTION 4: Made by: Scott Aikey seconded by: Sharon Strauss
I move that the ASCLS-PA House of Delegates approve the ASCLS-PA Operating Fund Treasurer's Report dated 4/30/07 and file for audit. Motion carried with one nay vote.

MOTION 5: Made by: Barbara Snyderman, seconded by: Michele Lachance.

I move that the ASCLS-PA House of Delegates accept the Treasurer's Report for the Scholarship and Awards Balance Sheet period ending 4/30/07 and file for audit. Motion carried.

A request for action was made by the Treasurer regarding the purchase of a \$5,000 CD which the Board approved in January, but has not been purchased yet. Judy recommended, in light of the amount of money in our Operating Funds to purchase either 2 \$5000 CDs or one \$10,000 CD, the term to be determined after a discussion with our Merrill Lynch advisor.

MOTION 6: Made by: Mary Beth Miele, seconded by: Lisa Bakken. I move that the ASCLS-PA House of Delegates direct the Treasurer to invest in a CD at \$10,000 for six months. Motion carried.

At 6:04 pm, the meeting was adjourned for dinner.

At 7:50 pm, the meeting was reconvened by Speaker Gourley.

9. Committee Reports:

- a. Awards - Mary Gourley turned the meeting back to President Neiman to present her report. Mary presented a written report and distributed a list of all winners from the Awards Banquet. A discussion followed about the request for action regarding recognition of members with greater than 20 years of membership. If anyone has any ideas or suggestions for a mechanism to recognizing these individuals, please submit them to Mary.

The meeting was handed back to Speaker Gourley.

- b. By-Laws – No report. There was a discussion about a By-Laws change for the First Year Professional Board position description.
- c. Career Recruitment - Lanie Fessler submitted a written report. There were no requests for action.
- d. Con Ed Assistanceship – No report
- e. Education Scientific Assembly – No written report. The educators will be meeting on June 1.
- f. Fed/State Gov Liaison/PAC – No report.
- g. File Custodian – Bill Hunt reported that the files are safely in his attic.
- h. Finance – Scott Aikey see Treasurer's report. Chair Scott Aikey asked if the house wants him to investigate how much it would cost the society to obtain liability insurance. Elissa Passiment stated she could check to see if the state could get a rider to the National insurance. After some discussion it was decided the Board could decide on this year to year if the situation warrants it.

The meeting was turned over to President Neiman for Mary Gourley to present her report.

- i. Leadership Development – Mary Gourley presented a written report which included Leadership Academy seminars at the 2007 National Meeting in San Diego. Her request for action was to nominate an individual to the Leadership Academy and support them financially. President Neiman reported that there is a member that is interested in being nominated.

MOTION 7: Made by: Mary Gourley, seconded by: Sharon Strauss. I move that the ASCLS-PA House of Delegates support the Leadership Academy nominee, if chosen, via paying for the registration fees for the Annual ASLCS meetings for 2007 and 2008, and the 2008 Legislative Symposium. Motion carried.

It was also noted that the nominee should be urged to apply for a Con-Ed Assistanceship to help further defray costs.

The meeting was handed back to Speaker Gourley.

- j. Membership Development – Jaime Zeiders Gordon reported that since January 1, we have gotten 12 new members. Currently the state membership is 274 with 92 on the lapsed members list. Jamie asked the best way to contact members. The consensus was that email is the first way to go. If email addresses are not available then regular mail. Jaime will try to contact the most recent lapsed members. It was noted that lapsed student member's addresses may no longer be good once they graduate. Scott Aikey suggested a post card mailing from the State to current members urging them not to delay in renewing there memberships. Jaime asked about being able to purchase the EXCEL program to make it easier for her to access the membership information from National. Those present felt that she could purchase the software and submit for reimbursement.
- k. Newsletter –Ruth Negley stated that she has not had a chance to explore options for sending the newsletter electronically. Some delegates felt that we should continue to send hard copies of the newsletter by mail and also to make it available on the Website. Sandy Neiman asked those present to submit articles.

- l. PACE – Sandy Toloczko presented a written report and strongly requested that the paperwork from any Local Chapter or other meetings be returned to Sandy within 2 weeks. This is crucial for Sandy to be able to process her Quarterly reports on time.
- m. Webmaster – Sharon Strauss submitted a written report. She noted that she appreciated members checking out the website and emailing her with suggestions and things that need to be updated or don't work. She also informed the house that we have plenty of storage space on the website and will be able to retain information for a long time.
- n. Student Membership – Chris Thomas submitted a written report on the Student Forum review session which will take place on June 2, 2007.

MOTION 8: Made by: Scott Aikey, seconded by: Bill Hunt.

I move that the ASCLS-PA House of Delegates approve funding for the 2007 Student Forum Chair, Chris Thomas, to attend the 2007 ASCLS San Diego Meeting with the money to come from the Student Forum line item not to exceed \$1,500. Motion carried.

- o. Young Professional – Jaime Zeiders Gordon stated that at this time she would like to step down from the Young Professional position both at the State and Region Level. She cited encountering frustrations with the position. As incoming President, Sharon Strauss will need to fill the position.
- p. Chapter Development – Michele Lachance submitted a written report breaking down the numbers of members in each chapter. The report also included information about contacting members and goals for the next meeting.
- q. Nominations & Elections - Barbara Snyderman presented the nominations. Several positions are still open including President Elect. Lisa Bakken accepted the nomination for President Elect on the proviso that the House recognizes that she might not be able to fulfill her 3 year commitment due to family issues. Other members present agreed to run for other open positions.

MOTION 9: Made by: Bill Hunt, seconded by: Katie Franz.

I move that the ASCLS-PA House of Delegates elect all nominees by acclimation. Motion passed.

10. Chapter Reports:

- a. Delaware Valley – no report
- b. Lehigh Valley- Sandy Neiman and Sharon Strauss are updating their membership lists. They have had 2 well attended meetings. Sandy has started an email list and hopes to spend more time working with the chapter now that her stint as President is coming to a close.
- c. Northeast- Chapter President Sandy Toloczko and Secretary Eileen Molecavage presented a written report.

The following chapters have no reported activity:

Southwest

Susquehanna

Northwest

Southcentral

Northcentral

11. Region II Report – Mary Ann McLane, Region II Director presented the following items:

- Mary Ann hoped that everyone received a copy of the program for San Diego. She reminded everyone to make sure and register through ASCLS and not AACC. She also noted that delegates must register for the full meeting through ASCLS.
- She also suggested that delegates mark on their calendars the important sessions to attend. Also please take any opportunity to mentor a new member or a member who has never attended a National Meeting before.
- One of the benefits of membership is the information that you get from email sent out both by the Region and National.
- Another reminder for San Diego. If you made a reservation at the hotel make sure to mention the room block for ASCLS.

12. ASCLS Report – Elissa Passiment, Executive Vice President, and ASCLS summarized for the House the Competitive Bidding Project for Laboratory Services Demonstration Project by the Committee for Medicare Services. It is important to mobilize the laboratorians in the Pittsburgh area as one of the demonstration areas. The competitive bidding process can destroy laboratory services and limit access to services. Elissa pointed out that PAC money is being used to help fight this issue. The ASCLS PAC needs donations. PAC booths are no longer being set up at state meetings or states are not holding annual meetings. PAC money buys face time with legislators or their assistants. It is not used to “buy” anyone.

Elissa also reported that as of today, ASCLS has hit the 10,000 member mark. If we can sustain these numbers through the renewal process we can report a 5% increase in membership. There are 2 membership committees exploring what members are looking for in their professional organizations. Elissa also urged everyone to attend the meeting in San Diego.

13. New Business

- a. Election Results – the election results are as follows:

President Elect – Lisa Bakken

Treasurer – Judy Hoover

By Laws – Mary Gourley

Board – Michele Lachance

Eileen Molecavage

- b. Delegates to ASCLS meeting in San Diego – Members were asked who was planning to attend this year’s meeting. The President, the President Elect and the Student Representative are Delegates along with 5 at large members. The number of delegates is based on the State Membership.

MOTION 9: Made by: Scott Aikey, seconded by: Katie Franz.

I move that the ASCLS-PA House of Delegates approve the following members as Pennsylvania Delegates to the 2007 ASCLS Annual Meeting:

Lisa Bakken, Barbara Snyderman, Michele Lachance, Mary Beth Miele, Mary Gourley, and Bill Hunt (alternate). Motion passed.

MOTION 10: Made by: Scott Aikey, seconded by: Bill Hunt.
I move that the ASCLS-PA House of Delegates support the five Pennsylvania at large Delegates to the ASCLS 2007 San Diego Annual Meeting at \$300 per delegate. Motion carried.

- c. Budget – Treasurer Hoover presented the budget for the 2007-2008 year. It was noted that there was no money in the Education Scientific Assembly line. The Board will need to check to see if any money is needed in that line item. Some adjustments were made to the budget.

MOTION 10: Made by: Barbara Snyderman, seconded by: Bill Hunt.
I move that the ASCLS-PA House of Delegates adopt the 2007-2008 Budget as amended. Motion passed.

- d. A question was raised about the process of granting Emeritus status to a member. The member is Barbara Scheelje. Barb Snyderman will look into this matter.
- e. Installation of New Officers- President Neiman installed the new officers.

14. Adjournment

MOTION 11: Made by: Barbara Snyderman, seconded by: Jaime Gordon. I move that the ASCLS-PA House of Delegates adjourn the 2007 House of Delegates. Motion carried.

The meeting was adjourned at 9:58 pm.

Submitted by:

Katie Franz

Secretary