



## American Society for Clinical Laboratory Science—Pennsylvania 2020 Winter Board Meeting

**Date:** Saturday, January 23, 2021 at 10:00 AM

**Location:** Zoom Meeting

**Attendance:** Marianne Downes, President; Travis Bicher President-elect; Josh Cannon, Past President; Nassouh Mourabet, Treasurer, Barbara Snyderman, Secretary; and Board Members Jon Meyer, Gabriela Peterson, Katie Franz

**Additional members present:** Scott Aikey, Mary Gourley, Jean Buchenhorst, Bill Hunt, Dana Staranowski, Lisa Jordan, Stephanie Thum, Joy Gould, Lisa Shave

1. President Downes called the meeting to order at 10:02 am.
2. The President called for introductions.
3. The President appointed Scott Aikey Parliamentarian. Quorum was ascertained.
4. The President gave a verbal report. ASCLS-PA had a virtual happy hour, Mr. Cannon was continuing to send the ASCLS-PA Newsletter and the President also submitted an article for ASCLS Today.
5. MOTION 1: Moved by Franz, seconded by Mourabet, that the ASCLS-PA Board of Directors accept the agenda as presented. Motion carried.
6. Secretary Snyderman presented minutes from the fall board meeting. She requested that ;her name be added as an excused member due to the religious holiday.

The minutes were not approved because they were not distributed prior to this meeting.

Secretary Snyderman read the following email motions in to the record:

- a. On September 25, 2020, Barbara Snyderman moved to award the 2020 Dolbey Scholarship for \$2000 to Stephanie Thum. Gabriella Peterson seconded. Motion carried.
- b. On October 28, 2020, Travis Bicher moved that the ASCLS-PA Board of Directors approve the following updated amendment to the ASCLS-PA Bylaws and refer to the AXCLS Bylaws Committee for review and approval:

Article VIII.C.3: In circumstances such as natural disasters, epidemics, pandemics which preclude face-to-face meetings, the Board of Directors of this Society may convene the Annual Business Meeting as a virtual or hybrid (virtual/face-to-face) meeting. Katie Franz Seconded. Motion carried.

c. On November 3, Barbara Snyderman moved that the ASCLS-PA Board of Directors approve purchase of one Pennsylvania gift basket for the E&R Fund Holiday auction. Cost of the basket should not exceed \$75 excluding postage to the winner. Funds to come from the Admin line item. Seconded by Travis Bicher. Motion carried.

7. Treasurers Report: Treasurer Mourabet presented his report for the period ending 12/31/2020. He noted that there was an error in the previous report that \$2940.02 was moved to the contingency fund when the actual amount was \$5474.52. He also said that even though we did not have a spring meeting our fund balance is good.

Motion 3: Travis Bicher moved that the ASCLS-PA Board of Directors accept the Treasurer's report of the operating fund for the period ending 12/31/2020 and file for audit. Katie Franz seconded. Motion carried.

Treasurer Mourabet then presented the scholarship report ending 12/31/2020.

Motion 4: Barbara Snyderman moved to accept the scholarship report dated 12/31/2020 and file for audit. Gabriella Peterson seconded. Motion carried.

### **COMMITTEE REPORTS**

8. Developing Professional: President Downes noted that there was no Developing Professional officially appointed. She asked Dana Staranowski if she was interested in the position and she accepted.

There was discussion regarding the annual student review session. Some presenters in 2020 were reluctant to present electronically since much of their reviews were interactive. It was also noted that June was still early in the pandemic and that the speakers should be contacted to see if they are interested in presenting in June.

The Ascending and Developing Professionals will gauge interest from speakers then students to see if it is possible to present the review in 2021 virtually.

9. Ascending Professional: excused due to work responsibilities.
10. Career Recruitment: Jean Buchenhorst said there was nothing to report.
11. File Custodian: Bill Hunt had nothing to report.
12. Leadership Development: Barbara Snyderman reported that the Glenda Price Scholarship through the Education & Research Fund for \$1000 will be awarded to a Leadership Academy participant for the 21-22 year.
13. PACE: Katie Franz said there were no requests for credits at this time.

14. Continuing Education Assistanceship: Treasurer Mourabet said there were no applicants in 2020.
15. Education Scientific Assembly: Written report submitted by Ed Bietz. There may be a virtual meeting in June, 2021. He is looking for speakers at this time.
16. Government Affairs Committee: Stephanie Noblit submitted a report. Legislative Day was cancelled due to the pandemic. It may be scheduled for fall, 2021.
17. Newsletter: Joshua Cannon stated the winter edition has been sent to the printer. Articles are needed for the next edition: deadline is 3/1/2021.

There is still interest in renaming the newsletter and the board will be presented with the top 6 for vote. The choices are: Keystone Standard, Keystone Lab News, The Lab Pen, The Keystonian, The PA Edition and the Pennsylvania Newsletter. The members will be given the opportunity to vote on the new name.

Joshua is stepping down and Jon Meyer will be the new editor.

18. Awards Committee: Mary Gourley presented a report indicating the date for award nominations is Feb. 1, 2021 and a concern over the continuous decline in nominations. National award nominations are due 2/15/2021.
19. Bylaws report: Mary Gourley presented her report.

Motion 5: Barbara Snyderman moved that the ASCLS-PA Board of Directors refer the ASCLS-PA Bylaws amendments to the ASCLS -PA Annual Business Meeting for adoption. Be it noted: Article VIII.C.3 and 4 provide for virtual meetings of the Annual Business Meeting and Article XVII moves the verbiage in Article XVII A and B of the Standard Operating Procedures to the Article XVII A and B of the Bylaws. Seconded by Travis Bicher. Motion carried.

20. Nominations: This year ASCLS-PA will be electing a President-elect, Treasurer and one board member. Nassouh Mourabet stated he would run for another term and Gabriela Peterson said she would run for a second term on the Board.
21. Webmaster: Information on the virtual meeting and t-shirt sale have been added as well as "add to cart". This feature is not active yet but is in the process. Ms. Straus' stated in her report that it is difficult for one person to keep information updated.
22. House of Delegates update: President Downes reported that for the first time, ASCLS Delegates were called to a mid-year meeting. Several items were discussed, including having ASCLS re-vamp how dues are submitted to states and regions. Standardized logos for states was also discussed. There was concern that alternate delegates were not able to be "seated" and it was not clear about the role of the ASCLS past presidents and whether they were counted as part of the quorum.

Motion 6: Snyderman moved that the ASCLS-PA Board of Directors send the 3 proposed logos to our membership requesting feedback no later than February 28<sup>th</sup>.. Travis Bicher seconded. After

discussion, the motion was withdrawn and the President was directed to consult ASCLS Marketing Director with questions on logo 3 and the keystone.

23. Record retention policy: President Downes noted that there needs to be additional work on the policy before voting. There was considerable discussion on retention of old paper records and electronic records as well as what is considered a "tax" record.
24. Chapter report: Delaware Valley: Jean Buchenhorst reported there will be a speaker February 24 from the Penn Jersey American Red Cross. They are also considering a mask fundraiser.
25. T-shirt fundraiser: Jon Meyer volunteered to use his person Venmo account to collect funds and send a report of dollars collected to the treasurer.
26. New Business: PA Career panel was 11/17/2020 for science majors.
27. Annual meeting 2021: Travis Bicher said he reached out to vendors this week. Price for a virtual space is \$150. A 10-minute demo is \$100. Speakers are being recruited at this time.
28. Jon said that he attended the society leadership symposium. The median society has four times their annual expenses in reserve. There was a task force that looked at the issue and their report stated anything over 2 years is excessive. It was suggested that a request for action be included in the President's report to the Region Director regarding this issue.
29. Motion 7: Joshua Cannon moved to adjourn the meeting at 1:10 PM. Seconded by Nassouh Mourabet. Motion carried.