

ASCLS-SD Board of Directors Meeting
DATE and TIME: March 13, 2010, 11 a.m
LOCATION: Conference Call

Meeting called to order at 11 a.m. by Susan Lopez.

Members present: Susan Lopez, Deb Pravecek, Mary Jo Rohrbach, Michelle Friesen, and Shirley Heber

Members absent: Mike Andersen, Ruth McFarland, Lori Murray, Deb Piper, Janet McArthur, Kelsey Mertes, Michael Woolheater.

No committee members on the call

1. **Budget discussion for 2010-2011:** The board recommended that all budget categories remain the same as 2009-2010, with the exception of Scholarships. This category is being decreased from 3000 to 2000 due to the actual amount being awarded. The proposed budget will be presented at the state meeting in Spearfish on April 16, 2010.
2. **Spring Meeting Agenda:** Susan reviewed the agenda for the spring member's meeting, to include discussion and approval of the proposed 2010-2011 budget, voting on nominations for open state positions, and membership awards. At this time, the BOD will be represented at the meeting by the current president, 1st VP, 2nd VP and Secretary-Treasurer.
3. **SOP Position Description Updates** were briefly discussed. Shirley recommended that we change the Convention Chair to a 1 yr term rather than a 2 yr term. This met with approval by the BOD. Susan will update the position description and send the SOPs out to the board for a final review and approval. The approved SOPs need to be sent to the general state membership two weeks prior to the spring meeting to allow ample review time prior to the meeting and vote.
4. The **Sponsorship Letter** was briefly discussed. The primary contact for questions will be changed to Lezlee Koch, Publications chair, pending her approval. Proposed changes to the sponsorship amounts have been made and the letter will be finalized and disbursed in the near future.
5. **Student forum applications:** Deb Pravecek has received three applications at this point. Deb will email the board with the names of the three applicants to assist with a final selection.
6. **Legislative Days Protocol:** Michelle will be formatting an official protocol for Legislative Days attendees, to include conference registration, airline purchase, hotel reservations, reimbursement, length of stay, brief explanation of the conference, and expectations of accepting the appointment (to include a newsletter article and chairing the Government Affairs committee for ASCLS-SD).
7. **Leadership Academy** – if any of the Board is interested, or knows of other members who are interested in being part of the next Leadership Academy class, please contact Susan for more details.

Deb Pravecek moved to adjourn the meeting, seconded by Shirley Heber. Motion approved. Meeting adjourned at 11:50 a.m.

Minutes submitted by Shirley Heber