

**ASCLS-SD Board of Directors Meeting**  
**January 20, 2007**

If you ever have questions on any Board of Director meetings or action items, please feel free to contact any Board of Director member.

ASCLS-SD Board of Directors met at 10 am on January 20, 2007 in the Avera McKennan Laboratory conference room

Agenda & Minutes:

1. Meeting called to order by President
2. New Student Forum rep was introduced
3. Minutes from board meeting of August 26, 2006 were presented and approved
4. Treasurer's report was unavailable. An electronic copy will be sent to members of the board of directors for approval
  - o Fall meeting report was presented.
  - o Budget projections for 2007-2008 was discussed:
    - Discussion about raising the amount budgeted for Legislative Days. The amount currently budgeted is \$2500 dollars. Possible delegates to Legislative Days were discussed. Motion to increase the ASCLS-SD budget for legislative days to \$4000 for the 2007-2008 year because of expense of sending delegates to meeting (especially in the DC area). Motion seconded and carried.
    - Discussion on providing money to support ASCLS-SD members who serve in Region V appointments to attend appropriate national meetings. This would involve support for both the National Meetings and Legislative Days. Motion that ASCLC-SD add up funds to the 2007-2008 budget for support for Region V delegates contingent upon a request from the Region V BOD and contributions from other Region V state members. Second and carried.
  - o Discussion about check written to Region V – Checks for Region V dues and travel have not been cashed This will be checked into.
  - o Discussion about Publications, Web Page, and miscellaneous budget items. For the 2007-2008 year is was suggested that we roll the Web Page budget category in with the publications and rename the miscellaneous category to Operational Expenses. Currently there is \$500 budgeted in Publications, \$200 in Web Page and \$100 in Miscellaneous. Motion to budget \$500 in the Publications category and \$300 in Operational Expenses for the 2007-2008 year. Seconded and carried
5. Scholarship apps and student forum apps:
  - There was discussion about tying the scholarship recipient with student forum representative. Motion to add the following statement to the letter sent to scholarship applicants: "There is an expectation that scholarship recipients would contribute to the professional society. Please indicate in your application if you would serve as ASLCS-SD Student Forum representative at the National ASCLS meeting." Seconded and carried. This statement will be added to the scholarship application form if approved by membership at the annual meeting to be held in May.
6. Discussed paying registration fees to National meetings for students (and also representatives). Consensus was that the state society should pay for the registration fees as long as we are financially able to do so.
7. Legislative Days: Possible ASCLS-SD delegates to the 2007 legislative days discusseed. Probable delegates to the National Meeting discussed.
8. Awards submission to National:
  - Publications submissions are done

- Member of the Year:
  - Omicron Sigma:
  - Key to Future: will be those from May 07 meeting
9. Nominations Committee: needs to put together slate of candidates for spring meeting. Lori stated she would like to remain President because she feels she is just getting into the groove. If this happens, 1<sup>st</sup> and 2<sup>nd</sup> Vice Presidents will retain their positions for another year. Two board positions will expire. FYP is an elected position.
10. Spring Meeting Update: Bernie Reddy – contact person -Will be May 2, 3, 4<sup>th</sup> in Aberdeen. Preliminary program will be out in mid-Feb. Vendor night will be on Thursday May 3<sup>rd</sup>, Social night on May 2<sup>nd</sup>. Only 2 concurrent session will be held.
- Suggested that SOPs for meeting be send to Aberdeen committee to make planning, etc. easier.
  - Fall meeting will be September 7<sup>th</sup>, 2007 in Rapid City at Rapid City Regional Hospital.
11. Membership Development: A new committee has been formed to look at membership development issues
- Discussed what was happening at the national level – focusing on retention – i.e. communication with members, and non-renewing members
  - National has developed a survey for non-ASCLS members to determine the needs of non-members and based on the results of the survey they plan on developing some key points for recruiting.
  - Lori brought up idea of baskets of goodies (candy/poster) from ASCLS-SD to be distributed to laboratories. This will be done right before Lab Week so we reach potential new members prior to the Spring meeting registration.
  - Lori asked for ideas for recruitment at the Spring meeting
12. Discussion about moving 3-day meeting to the Fall and a one day educational meeting to the spring.
- Vendors like fall meeting because there are so many meeting in the spring.
  - Fall meetings are also better for students, because the meeting is typically in the middle of the semester. A spring meeting falls right at finals week or the week before – a very busy time.
  - Will present to membership at spring meeting with at proposal to switch multiple day meetings to the fall and one day meeting to the spring.

Meeting was adjourned at 12 noon

Respectfully submitted,  
 Deb Pravecek, ASCLS-SD Secretary/Treasurer