



ASCLS-ID BOD Meeting Minutes  
December 4, 2010  
Teleconference 1-877-903-2255

**Members present:** Karen Dixon-Hoskins, Mary Lay, Holly Weinberg, Lorena Roberts, Melissa Dumoulin, Laura Brattain, Debbie Shell, Jennifer Thompson, DeAnna McMahon, Debbie Russell, Diane Stumpf

Karen Dixon-Hoskins called the meeting to order at 9:30 am. The minutes from the October meeting had been electronically dispersed by Holly Weinberg. There were no corrections to the minutes. Holly Weinberg moved and DeAnna McMahon seconded approval of the minutes. The motion carried unanimously.

**President's report:** Karen Dixon-Hoskins reported that she is continuing to approach laboratorians about joining ASCLS in an effort to get more involvement from them. She now has her schedule through February available and is in the process of scheduling visits to laboratories to visit with the techs about the benefits of joining ASCLS. She wondered if there were others who would be interested in joining her or visiting some of the other labs she is unable to reach. The Board would like to see a greater emphasis on Membership Development. Andrea seemed enthusiastic about this position but may be very busy at this time. It was brought to Karen's attention that some of the email addresses are not right for DeAnna McMahon and Debbie Shell. Karen will fix this problem.

**President-elect/P.A.C.E. Chair:** Holly Weinberg reported that she has received the invoice for the 2011 P.A.C.E. and has submitted it to Mary Carver. The fees for 2011 were \$325. Updated information for 2011 was emailed to Sherry Miner on November 21, 2010. Holly also attended the Spring Convention planning meeting on Nov 16, 2010. She reported on some of the things that were discussed at that time. The committee has decided that the Educator's Forum will be held Friday from 7-8 am. Sonja will be responsible for notifying those who will attend. There will be a Scientific Assembly on Saturday morning. It was decided that there will not be a "scholarship" given this year since it is difficult to judge the presentations. Instead, the money will be used to help the students attend the convention. Melissa and Jennifer, both recent graduates, thought this was a good thing to do. There was discussion about creating an ISU registration form that would be similar to an Institution form. There always seems to be confusion on the part of the students about their registration and many fail to register until they are at the door. It creates quite some confusion. The question was brought up about whether their fees should be reduced but it was decided that they already have quite a reduced price and we just break even considering the catering and handouts that are used by the students.

We will keep the price the same. Instead, the point seems to be that we need a way to get an accurate head count and the group form might work. There was also discussion about changing the Awards Banquet to more fully integrate the students. There was discussion about adding some fun and/or serious awards to be given to the students. Holly asked for any ideas we could use for possible awards. Holly also mentioned that the committee wondered whether the Board could sponsor a “Student of the Year” award. The Board thought that was a good idea and possible awards were discussed.

**Past President/Convention Sponsorship Chair:** Mary Lay wrote an article for the winter Focus Newsletter and has submitted that to Diana Ernest. The newsletter will be going out soon. She also attended the Spring Convention planning meeting on November 16, 2010. She has gotten the bags for the Spring Convention along with several donations. She did point out that there is a real pinch in what companies are able and willing to provide these days. She put out a request that we each go to our individual facilities and approach them about contributing whatever they can. She suggested that we would have 20-80 attending and receiving a variety of things is fine. She is continuing to work with Brian on the website. She continues to post CLS position there. Debbie Shell reported that some of the links don’t seem to be working on the website. Mary said she and Brian had reviewed them together at one point. She thanked Debbie for bringing this to her attention and said she would check with Brian to have this situation addressed.

**Secretary Report:** Diane apologized for the minutes and appreciated Holly’s example of how the minutes should be kept. She will try harder in the future to provide an accurate accounting of the Boards activities. She encouraged everyone to feel free to correct and guide her so she can do it the right way.

**Treasurer’s Report-Karen for Mary Carver:** Mary Carver shared the latest report. Activity since the October meeting includes expenses totaling \$2,752.75 and interest on the money market account totaling \$0.10. Total assets total \$32,582.72. Karen Dixon-Hoskins asked whether everyone had registered for the National Convention and everyone indicated that they had.

**Board Member 1<sup>st</sup> Year:** Melissa mentioned that she and Jennifer have been working on our Facebook page. We have 4 “friends” now. They are still deciding exactly how it will work. Karen wondered if it could be a forum for mentoring and it was felt that it provides an opportunity for open discussions on any topic and would thus be a form of mentoring. Melissa also said that through “Group Invites” we can get a confirmation from students and others on their participation in the Spring Convention. This is a new and exciting format for ASCLS-Idaho and we will continue to learn about and utilize this new tool.

**Board Member 2<sup>nd</sup> Year:** DeAnna said that she is more than willing to work if someone will just show her what to do and how to be involved.

**Administrative Secretary/Government Affairs Report:** Debbie Shell told us that there is a new government affairs newsletter available online at ASCLS.org. Debbie brought up the question of whether or not we should do another State Legislative Day this year. Karen said she quite enjoyed the one last year. DeAnna said that perhaps we could wait

and see if students or new members would be interested. Holly suggested that someone on the eastern side of the state could host it. Karen felt that Boise is where the state government is and it should probably stay there. It was decided that we would only hold a State Legislative Day in the even years and add a day in the off year if there is something of great interest.

**Bylaws Chair:** Lorena Roberts has sent out the bylaws changes that were discussed at the October meeting. We will discuss this more during old business.

**Convention General Chair-Karen for Barb Frankovich:** Barb sent minutes from the November 16<sup>th</sup> planning meeting. Those minutes were reviewed. Debbie Russell is the Scientific Assembly chair. Karen will help her get it up and going. It was suggested that Melissa help Debbie know what they did last year. Melissa is more than willing to answer any question she can. Speakers are being lined up. Publicity will send out "Save the Date" mailer in January. They are looking for the registration box. Debbie Shell said that she was never able to get the box to Scott so she probably has it at her place. Diane will get something to Barb to post on the state website. Decorations will be pinwheels, kites and butterflies.

**Leadership Development:** Laura Brattain would like to use the book "Twelve Choices that Lead to your Success" for the leadership retreat. She made a request for anyone interested in helping with the retreat. She has gotten three checks from vendors: Red Cross, Treasure Valley, and Cardinal. Others have said they are coming. She will send out another reminder. Twila Clark with Fisher Safety may be interested in a vendor booth and /or trinkets for bags. Debbie will get Laura her contact information.

**New Professional Chair:** Jennifer has been working on the Facebook page.

**Professional Affairs:** Debbie Russell will put together a raffle and needs ideas about what could be donated. It was suggested that she get in touch with those that regularly contribute: Becky Holly, Roger Weinberg's cutting boards, Rita do some glass jewelry artwork. Holly has been asking a graphic artist she works with to donate something for us. Diane said she may make a tote bag for the raffle. Karen will try to reach Diana Ernst to see if there can be something placed in the winter newsletter before it is sent out.

**Old Business:** Website updates – Mary will follow up in Debbie's comments that some of the links are not working. Laura Brattain would like to post a job listing on the website. Mary said to forward the post to her and she will get it on.

Membership-Karen will drop in on Andrea this week to get this squared up. We may give every board member three or four names to contact for renewal.

Bylaws change- Lorena has edited Article 8 in the Bylaws to reflect the change in the number of delegates. Holly said Nationals wants a three column table: the way it is, the change you are making, and the explanation. Send two attachments to Nationals- the table and a copy of the bylaws in full. It was decided that we would each take time to review the change before we vote on it. We will meet Jan 5, 2011 by teleconference at 7 pm to vote on the amendment so Lorena can send it to Nationals.

**New Business:** Student of the Year-Discussion of what our criteria should be. It was decided that it should be based on more than one aspect: academic, enthusiasm, volunteer. It was suggested that the students could nominate someone themselves. We can think about what we would want on the nominations form. We can discuss this in the February meeting. Concerns were mentioned that it would be difficult for both sides to choose one candidate. It was suggested that each side nominate one candidate and that candidate would write an essay that the Board could judge. Holly will submit these ideas to the planning committee.

Melissa asked about scholarship money and whether or not it would be continued in the future. It was decided that we will use that money to help the students attend the meeting rather than for a scholarship.

**Announcements:**

We will hold a short meeting to approve the Bylaws on January 5, 2011 at 7:00 pm, using teleconferencing.

The next ASCLS-Idaho BOD meeting will be held on January 29, 2011 at 9:30 am, using teleconferencing.

Mary Lay moved and Laura Brattian seconded to adjourn. The meeting was adjourned at 10:50 am.

Respectfully submitted,

Diane R. Stumpf, ASCLS-Idaho Secretary