

VSCLS

Board of Directors Meeting

Date: November 10, 2007

Time: 10:00 am

Location: Charlottesville, VA

Present: Amanda Pagans, Lindsay Hartenbach, Megan Harris, Ashley LeFrois, Darrell Little, Charlene Waybright, Nancy Nichols- Lewis

Officers' Reports

- I. Call To Order:** 10:20 am
- II. Minutes:** There are no minutes to report. Candelario Zerna gave a verbal resignation. Amanda Pagans volunteered to do minutes at this meeting. Darrell Little, President, officially appointed Amanda Pagans to serve as Secretary through out Candelario's term.
- III. Treasurer's Report:** Report on file.
- IV. President's Report:** Report on file.
- V. President-Elect's Report:** No report.
- VI. Past President's Report:** Report on file.
- VII. Student Rep. Report:** No report.
- VIII. Student Advisor:** Two new student representatives were appointed: Lindsay Hartenbach and Megan Harris.
- IX. Nominations Committee Report:** The Nominations Committee will be taking nominations for Treasurer and Nominations Committee.
- X. Standing Committee Reports**
 - A. Constitution & By-Laws:** No report.
 - B. Finance:** Discussion of internal audit with change of Treasurer. Next meeting will have a budget proposal and committee formation for internal audit.
 - C. Government/Regulatory Affairs:** Randy Vandevander accepted the position.
 - 1. Grassroots Network:**

- 2. **Regulatory Review:**
 - 3. **State Affairs:**
- D. Membership Development/Services:** Report on File
 - 1. **Awards:**
 - 2. **Scholarships:** Scholarship information has been sent out to the schools.
- E. Professional Development:** No report.
 - 1. **Career Recruitment:** Kim Whiter is involved with “Caring Career’s” and will attend career fairs for middle school children. Ashley Lefrois will talk to VA Tech Microbiology & Biology Clubs.
 - 2. **Education Liaison:** Pam Lonagan accepted the position.
 - 3. **PACE:**
 - 4. **Meeting Management:** Darrell has signed contract. Cutoff for reservations is in March for the Woodlands Hotel. We need to send deposit to hotel. Darrell volunteered to help Janet with preliminary program. Per Bernie Bekken, a few speakers have agreed to present at the annual state meeting. Becky Perdue will also have speakers from DCLS to present.
- F. Public Relations:** Charlene Waybright will work with Kim Whiter on having an evening meeting for continuing education.
 - 1. **NMLW:** Slogan for 2008 is “Delivering Today’s Results for a healthier tomorrow”.
 - 2. **Professional Relations:**
 - 3. **Publications:** Janet will send out newsletter at the end of November.
 - 4. **Webmaster:** Updated leadership directory.
- G. New Professional:** Report on File.
- XI. Unfinished Business:** Come up with theme and design for Save the Date postcard.
- XII. New Business:** Welcome new board members.
- XIII. Region II News:** Begin discussion of White Paper-Levels of Practice at the state meeting after MaryAnn McLane does presentation to the board. Decision to be made before National meeting.
- XIV. ASCLS News:**
- XV. Adjournment:** 12:40 pm

Report to: VSCLS Board of Directors
Report of: Membership Development/Services Committee
Prepared by: Elaine Pappamihiel, chair
Date: Nov. 10, 2007

Since the last BOD meeting, The MDC chairperson has performed the following:

1. Retention: Called some new members who joined at the last spring meeting to make sure they were receiving mailings and invite them to participate on a VSCLS committee. Mostly left messages, with little interest so far. Still have a few more to call.
2. Retention: Sent a request for help to the VSCLS BOD and the Region II director for contacting the 48 lapsed members with expiration dates of 7/31/07. One person, Charlene Waybright, volunteered to help by calling those in the 540 area of the state (20 lapsed members).
3. Recruitment: Communicated with student advisors about student recruitment activities.
4. The latest membership numbers are:

<u>Total</u>	<u>126</u>
Col	4
EM1	1
EM2	3
FYP	3
Hon	1
PF1	61
PF2	35
Stu	18

This time last year we had a total of 138.

Notice the big difference between the number of student members and first year professionals.

November 10, 2007

Past President's Report:

Since the last VSCLS board meeting on September 8, 2007, the Past President has completed the following:

- Corresponded with various members of the board concerning VSCLS business.
- Provided feedback to Ashley for the "white paper" presented at the Region II meeting.
- Reviewed the ASCLS membership rosters – new and lapsed members.
- Working with Membership Development to contact lapsed members.

Charlene Waybright
VSCLS Past President 2007 – 2008

November 10, 2007

President's Report:

Since the last VSCLS board meeting, the President has completed the following:

- Corresponded via email with Randy Vandevandeer and Pam Lonergan about vacant positions on the Board.
- Contacted the Woodlands Hotel in Williamsburg, VA and finalized the contract for the 2008 Spring Meeting.
- Contacted the Woodlands Hotel accounting department about the final details of the 2007 Spring Meeting room charges. The accountant now states I need to supply them with the names of the people that had a room charged on the VSCLS master account. Need to find record of names.
- Corresponded with Region II director Mary Ann McLane about the Region II meeting on November 3, 2007.
- Updated the VSCLS web site with the BOD meeting dates and new BOD members

Darrell Little
VSCLS President 2007 - 2008

Date: November 10, 2007
Report To: VSCLS Board
Report By: Ashley LeFrois, New Professional
Re: Fall Board Report

Levels of Practice

- Reflections from the VSCLS board
- Discussion from Region II

Membership

- 3,000 members have not renewed
- NJ sent letters to all lapsed members along with an application also sent personalized emails.
- DE " Don't forget to renew! We Miss YOU! We have a lot of activities coming up"
- Ideas for membership retention in VA? Offering PACE credits? More VSCLS members involved?

Students

- Program Directors-members, understanding the importance of a professional organization and supporting and pushing ASCLS to their students. [Still no response from the email sent earlier in the month]
- How to make the students feel Professional?
- Donating Airmiles for students to attend meetings

FYP Committee

- Member of the Fundraising and Social Committees
- Ideas for fundraising at Leg Days and Nationals
 - Pins
 - Restaurant Sale donations
 - Raffels [state meetings]
- By-laws
 - Advised to talk to Karen Bennet [ASCLS] for wording

Labresultsforlife.org: website aimed @ policy makers, can become a mentor is interested.

Labsarevital.com: also looking for mentors, have launched facebook page

Lab Week 2008: Delivering Today's Results for a healthier tomorrow