

Virginia Society for Clinical Laboratory Science  
55<sup>th</sup> Annual Business Meeting  
Williamsburg, Virginia

**Date:** April 8, 2002

**Presiding:** Becky Perdue, President

**Minutes Taken By:** Darrell Little, Secretary

- I. **Call to Order:** 12:30 p.m.
- II. **Appointments of Committees**  
Parliamentarian: Randy Vandeventer  
Credentials: Pam Lonergan, Chair; Bernie Bekken  
Minutes Review: Darrell Little  
Tellers: Elaine Pappamihiel, Nancy Savides  
**Credential Chair Report:** 28 members and 1 guest. No proxies received.
- III. **Minutes of the 54<sup>th</sup> Annual Business Meeting:** Motion to dispense with the reading of the minutes and accept them as written. Motion seconded. Motion carried. Minutes are available for review.
- IV. **Treasurer's Report:** Report on file. Since the last business meeting, the treasurer has four BOD meetings, participated in the preparation of the FY 2003 budget, worked with Wachovia Bank to successfully transfer the VSCLS checking account to National Bank of Commerce and processed deposits of income, accounts payable and performed the duties of the treasurer's position.

Financial Accounts

Checking Account Funds: \$9,931.43

Accounts Receivable: \$1,025.49 (Spring Meeting seed funds)

Investment Funds: \$16,256.51

**Total Assets as of April 6, 2002: \$27,213.43**

- V. **President's Report:** Report on file. Since the last business meeting, President Becky Perdue attended the 2001 ASCLS Annual Meeting in Chicago and led the delegation from Virginia, submitted VSCLS leadership information to the national office, conducted three VSCLS BOD meetings with one more meeting scheduled for June, 2002, submitted fall and interim board reports to the Region II Director and submitted nominations for ASCLS Member of the Year, Omicron Sigma state level awards and nomination for the Keys to the Future award. The President will be attending the 2002 ASCLS Annual Meeting in Orlando, Florida with the delegation from Virginia.
- VI. **President-Elect's Report:** Report on file. As Meetings Management Chair and President-Elect, Janet Bowman has finalized the 2002 Annual Spring Meeting, attended the 2001 ASCLS Annual Meeting, attended Region II Council Meetings and attended VSCLS BOD meetings as able.
- VII. **Past President's Report:**

## VIII. Board Highlights:

June 9, 2001

- A motion was approved to contribute \$75.00 to the E&R silent auction at the ASCLS national meeting.
- Due to a successful basket raffle at the 2001 Spring Meeting, the board approved \$500 for the student scholarship and \$53 to be donated to the Children's Miracle Network.
- Meeting Management Chairperson Janet Hiler-Bowman provided a report on the 2001 Annual Meeting attendance, exhibitors and evaluation forms. Treasurer Jerry Houghton gave a preliminary financial report.
- Randy Vandevander submitted a copy of the VSCLS by-laws to the national by-laws chairperson.

November 10, 2001

- Ellie Taylor, the new student representative from Augusta Medical Center, introduced herself and presented a report on her activities on behalf of VSCLS.
- The scholarship committee mailed applications to all of the educational programs and submitted the materials to be posted on the VSCLS website.

February 9, 2002

- President Becky Perdue reported on the Board of Medicine meeting that she attended and discussed strategies for tracking future licensure issues.
- Elaine Pappamihel reported on the Nominations Committee seeking candidates for President-Elect and Treasurer.
- The Scholarship Committee announced that Priscilla Darville from Norfolk State University as the recipient of this years student scholarship.
- Pam Burke is to assume the duties as PACE coordinator.
- A motion was approved to set the 2002 Spring Meeting registration and exhibitor fees.
- This year will be provide an electronic registration and payment system on the VSCLS website for the Spring Meeting.

April 7, 2002

- Treasurer Jerry Houghton presented a balanced budget for the next fiscal year 2002-2003.
- The nominations committee announced the candidates for the next year. Frankie Harris-Lyne was nominated for President-Elect and Connie Laubenthal for Treasurer.
- The board approved a motion to donate our old A/V equipment to a non-profit organization to be determined.
- Randy Vandevander reported that a draft of the updated VSCLS By-laws and Handbook would be e-mail to the Board in the near future.
- The Meeting Management Committee reported on the attendance for the 2002 Spring Meeting.
- Frankie Harris-Lyne, Scholarship chairperson, discussed ways to streamline the Scholarship Application process in the future.

**IX. Nominations Committee:** Report on file. The Nominations Committee has secured the following candidates:

President-Elect, Frankie Harris-Lyne

Treasurer, Connie Laubenthal

Nominations Committee (regular 3 yr term), Betty Craft

Nominations Committee (1 yr term to fill in for recently resigned committee chair), Elaine Pappamihel

**X. Election of Officers:** The Parliamentarian ruled to election by proclamation. All positions approved unanimously.

- XI. Standing Committee Reports**
- A. Constitution and By-Laws:** Report on file. Randy Vandevander continues to monitor ASCLS information for any potential changes which would necessitate changes to the VSCLS bylaws. Completed review of the VSCLS Handbook and presented a revised draft for BOD approval.
- B. Finance:** Report on file. The budget for the next fiscal year was reviewed.
- C. Government/Regulatory Affairs:** Report on file. Nancy N. Lewis reported that the grassroots network and state affairs subcommittees has compiled information on senior state legislators that could place on the VSCLS web site.
- D. Membership Development/Services:** Report on file. The scholarship subcommittee awarded one \$500.00 scholarship. Awards subcommittee reviewed the criterion for all the awards and nominations submitted. All awards were determined and processed on the state and national level. Awards will be announced and presented at the banquet.
- E. Professional Development:** Report on file. The P.A.C.E. coordinator submitted the appropriate forms and information to the national office. Pamela Burke assumed the role of chair of the P.A.C.E. committee with Nancy Savides now as assistant.
- F. Public Relations:** No report.
- G. Student Representative:** Report on file. The student representative communicated with all of the CLS/CLT programs in Virginia. The Region Student Representative and Student Forum Chair were contacted and suggestions requested on improving the activities of the state position. CLS careers were discussed with various high-school students and college advisors.
- XII. Unfinished Business:** President Becky Perdue presented Mary Bowsaw the Key to the Future award.
- XIII. New Business:** None
- XIV. Region II News:** Verbal report. Bernie Bekken reviewed the structure of Region II. The decline in national membership was discussed and Bernie encouraged members to sustain their membership status.
- XV. ASCLS News:** The ASCLS national office is updating the web site to make the site easier to navigate. Options are being considered on how to run the national office less expensively.
- XVI. Adjournment:** 1:20 p.m.