

VSCLS

Board of Directors Meeting

Date: January 13, 2007

Time: 10:00 a.m.

Location: Martha Jefferson Hospital, Charlottesville, VA

Present:	Charlene Waybright	Darrell Little	Melanie Minnix
	Candelario Zerna	Karen Gordon	Frankie Harris-Lyne
	Janet Bowman	Becky Perdue	Bernie Bekken

Officers' Reports

- I. Call To Order:** 10:10 a.m.
- II. Minutes:** The minutes from the November 11, 2006 meeting were reviewed and approved as written.
- III. Treasurer's Report:** Report on file. The Treasurer report was reviewed with assets totaling \$33,696.39. Discussed status of the relationship between VSCLS and Virginia CLEC. President Charlene Waybright appointed Va CLEC as an ad-hoc committee of VSCLS with Education Liason Karen Gordon to be included in at least one meeting with Va CLEC per year. As part of using the VSCLS tax identification number, it was requested that Va CLEC send a report of financial activity to VSCLS to be on record.

As part of the bond renewal process, VSCLS will schedule an internal audit. A motion was made by Janet Bowman to create an Internal Audit Committee to perform the audit as specified in the VSCLS Policy Manual. It was suggested that the committee include Betty Craft and Randy Vandevander. The motion was seconded by Becky Perdue. Motion carried.

The State Corporation Commission renewal was received and processed.
- IV. President's Report:** Report on file. President Charlene Waybright will send another letter in regard to the Career Fair at the annual meeting to lab managers and human resources departments.
- V. President-Elect's Report:** No report.
- VI. Past President's Report:** Report on file.
- VII. Student Rep. Report:** Report on file.

- VIII. Student Advisor:** Suggestions for a student activity at the VSCLS annual meeting was discussed and are still being planned.
- IX. Nominations Committee Report:** Report on file. Nomination for the current position of President-Elect was accepted by Darrell Little. The committee has asked Lynn Kuchenbrod to serve a second term as Secretary. The committee nominated Karen Gordon for the 2007-2008 President-Elect position.
- X. Standing Committee Reports**
- A. Constitution & By-Laws:** A revised edition of the By-Laws is ready. They will be posted on the VSCLS web site and a notice e-mailed to the membership for review.
- B. Finance:** No report.
- C. Government/Regulatory Affairs:**
- 1. Grassroots Network:**
 - 2. Regulatory Review:**
 - 3. State Affairs:**
- D. Membership Development/Services**
- 1. Membership Development:**
 - 2. Awards:** Karen Gordon is seeking nominations for awards and will send an e-mail to the membership.
 - 3. State District Coordinator:**
 - 4. Scholarships:** The winner of the 2006-2007 ASCLS Scholarship is Ingrid Wilensky, a MLT student at Wytheville Community College.
- E. Professional Development:** Report on file. The Professional Development Chair secured four speakers for the VSCLS annual meeting.
- 1. Career Recruitment:**
 - 2. Education Liaison:** Karen Gordon accepted the appointment as Education Liaison.
 - 3. PACE:** Preparations for the VSCLS 2007 annual meeting was discussed.
 - 4. Meeting Management:** The signed contract and deposit was sent to the Woodlands Hotel in Williamsburg, Va. A "Save the Date" post card was mailed to the membership and a letter was e-mailed to potential exhibitors. The speaker schedule has been set and the program and online registration will be posted on the VSCLS web site starting January 25, 2007. A fee of \$10 will be added to the registration form for the Ghost Tour.
- F. Public Relations:**
- 1. NMLPW:** A letter was sent to the Governor's Office about NMLW. An idea was suggested to coordinate an effort to send letters to the area newspaper editors about NMLW.
 - 2. Professional Relations:**

- 3. Publications:** The Fall 2006 VSCLS newsletter was mailed to the membership and will be posted on the VSCLS web site. The web site had 164 visitors since the last BOD meeting. The online registration for the annual meeting will begin January 25, 2007.
- XI. Unfinished Business:** A request will be made for Jerry Houghton, Treasurer, to begin estimating the expense to change the name of the organization to ASCLS – Virginia.
- XII. New Business:** President Charlene Waybright has asked Darrell Little to attend the ASCLS Legislative Day on March 19 & 20, 2007. She will also contact one of the student representatives about attending.
- XIII. Region II News:**
- XIV. ASCLS News:** Bernie Bekken reported that the merger between the BOR and NCA is progressing. Bernie is on a committee that is developing a presentation on the value of Laboratorians, Laboratory Services and the personel shortage. Frankie Harris-Lyne reported on the leadership academy program that is being developed to mentor future leaders at the state and regional level.
- XV. Adjournment:** 2:00 p.m.