

SOCIETY OF ARMED FORCES MEDICAL LABORATORY SCIENTISTS

2004 BOARD OF DIRECTORS PRE-MEETING

22 February 2004

Boston, MA

1. Call to Order: The meeting was called to order by the Society President, CDR Michael Finch, at 2030 EST.

2. Members Present:

Officers:

CDR Michael Finch, MSC, USN, President
Maj Jean Ruddell, BSC, USAF, Vice-President
CDR Larry A. Ciorito, MSC, USN, Treasurer
CDR Cindy Wilkerson, MSC, USN, Secretary

Members-At-Large:

LCDR Chris Congdon, MSC, USN
Eva Callero, MS, USA
MAJ Martin Tenney, MS, USA
Maj Carol Walters, BSC, USAF

Non-Voting Board Members:

CDR Brenda Bartley, MSC, USN, Navy Consultant
LTC Marilyn Brew, MS, USA, President-Elect
Maj Norm Fox, BSC, USAF, Webmaster
LtCol Samuel Livingstone, BSC, USAF, Exhibits/Vendors
LtCol Bailey Mapp, BSC, USAF, Exhibits/Vendors
Col Suellyn W. Novak, USAF, BSC, Historian
Col Donna Roncarti, BSC, USAF, Air Force Consultant
COL Noel Webster, MS, USA, Army Consultant

3. Members Absent:

LCDR Felix Alfonso, MSC, USN, Navy Member-at-large
Maj Mark Burton, USAF, MC, Air Force Ex-Officio
LtCol Dale Ferguson, BSC, USAF, Past-President
COL Renata Greenspan, MC, USA, Army Ex-Officio
CDR David Larson, Navy Ex-Officio
TSgt Ileana S. Maxwell, Enlisted Member-at-large
LTC Kevin M. McNabb, MS, USA, Scope Editor
Maj Julie Zweis, BSC, USAF, Air Force Member at Large

4. Introduction: The meeting was held at Legal Seafood in Boston, MA. CDR Finch welcomed everyone to the meeting and introductions were made.

SOCIETY OF ARMED FORCES MEDICAL LABORATORY SCIENTISTS

5. Review of Previous Minutes: The minutes from the October 2003 mid-year meeting were sent via email, read and approved. (CLOSED)
6. Treasurer's Report: CDR Ciorlito gave the Treasurer's report, included as attachment (a). The Society's cash balance as of 18 March 2004 was \$217, 363.58. A motion was made and approved to accept the Treasurer's report as submitted. (CLOSED)
7. Secretary's Report: The Society has 698 members (Army-284 + 5 applicants, Navy-95 + 5 applicants, Air Force-264 + 3 applicants, DoDCiv-33, Public Health-9, VA-0). A motion was made and approved to accept the report as submitted. It was noted that we currently have 357 members who are delinquent in their dues. (CLOSED)
8. New Applicant Review: There are 13 applications for membership. All thirteen applicants were accepted for membership. The secretary will send out membership certificates to the new members. (CLOSED)
9. Society Scope Update: LTC Kevin McNabb was not present at the meeting. No update
10. Future Meeting Locations. LtCol Mapp reported that we will be in Jacksonville for the 2005 meeting and in Reno for 2006. He is still working on a site for 2007. (OPEN, LtCol Mapp)
11. SAFMLS Planning Committee Update: Everything is fine, no problems/issues to discuss. (OPEN, Maj Ruddell)
12. Old Business
 - a. Electronic Payments-A PayPal account has been set up. A link will be added to the website for dues payment. (OPEN, CDR Ciorlito, Maj Fox).
 - b. Professional Meeting Planning Organization-LtCol Livingstone reported that he still has not received a proposal to present to the Board for review. CDR Bartley mentioned another meeting planner; she will get the information to LTC Brew. LtCol Mapp will present information at the mid-year board meeting. (OPEN, LtCol Mapp)
 - c. CME Credit-Maj Fox is working with Maj Catalasan to present her workshop from this SAFMLS meeting on the web. He will report the results at the mid-year board meeting. (OPEN, Maj Fox)
 - d. Enlisted Member possible status change-A letter will be sent to those members that could be affected by this change by the secretary asking them to send an updated application to determine if their membership status should change. (OPEN, CDR Wilkerson)
 - e. New computers for Secretary/Treasurer-They were purchased and received by the secretary and treasurer. (CLOSED)
 - f. Microsoft Word 2000 for registration desk laptop computer-The registration desk software has been updated. (CLOSED)

SOCIETY OF ARMED FORCES MEDICAL LABORATORY SCIENTISTS

g. Keynote Speaker-Dr. Keffer will be our keynote speaker. (CLOSED)

h. Historian-Issue tabled until the post-meeting. (OPEN, CDR Finch)

13. New Business

a. Simplification of Award paperwork-The current award application is long and the format is difficult to complete. Also, the awards packages are not being routed to the secretary to determine if the nominee is a current member (which is required by the by-laws). LtCol Mapp volunteered to update and streamline the application, something that he has already been working on. He will present the new paperwork for review by the board at the next meeting. (OPEN, LtCol Mapp)

b. Increase cost of awards breakfast-The price charged for attendees at the awards breakfast has not changed in a number of years despite rising costs. Further discussion on this issue was tabled until the post-meeting. (LTC Brew)

c. New SAFMLS logo-The board members decided to keep the current SAFMLS logo but have it updated into a digital file. (OPEN, CDR Finch)

14. The meeting was adjourned at 2145.

Respectfully submitted,

//Original Signed//

CYNTHIA E. WILKERSON, CDR, MSC, USN
Secretary