

SOCIETY OF ARMED FORCES MEDICAL LABORATORY SCIENTISTS

2005 BOARD OF DIRECTORS POST SAFMLS MEETING

17 March 2005

Adams Mark Hotel, Jacksonville, FL

1. **Call to Order:** The meeting was called to order by the Society President, Maj Norm Fox, at 1750 EST.

2. Members Present:

Officers:

Maj Norm Fox, BSC, USAF, President

LTC Elaine Perry, MS, USA, Vice-President

CDR Chris Congdon, MSC, USN, Secretary

LCDR Brian Ivey, MSC, USN, Treasurer

Members-At-Large:

CAPT Brenda Bartley, MSC, USN, Navy Member-At-Large

LTC Michael Lopatka, MS, USA, Army Member-At-Large

MAJ Mike Miller, MS, USA, Army Member-At-Large

Voting Members:

COL Noel Webster, MS, USA, Army Consultant

CDR Dave Larson, MC, USN, Navy Ex-Officio

CDR Larry Ciorlito, MSC, USN, Navy Consultant

Non-Voting Board Members:

LTC Marilyn Brew, MS, USA, Past President

CDR Cindy Wilkerson, MSC, USN, President Elect

CDR Mike Finch, MSC, USN, Webmaster

LtCol Bailey Mapp, BSC, USAF, Exhibits/Vendors

MAJ Rusty Tenney, MS, USA, Acting Historian

Maj Julie Zwies, BSC, USAF, Acting Air Force Member-At-Large

3. Members Absent:

Col Donna Roncarti, BSC, USAF, Air Force Consultant

COL Mark Brissette, MC, USA, Army Ex-Officio

LTC Danny Deuter, MS, USA, Historian

LTC Kevin McNabb, MS, USA, Scope Editor

LTC Brian Kendall, MC, USAF, Air Force Ex-Officio

LCDR Mark Crowell, MSC, USN, Navy Member-At-Large

Maj Lucia More, BSC, USAF, Air Force Member-At-Large

Maj Marybeth Luna, BSC, USAF, Air Force Member-At-Large

4. **Introduction:** The meeting was held at the Adams's Mark Hotel in Jacksonville FL. Maj Norm Fox welcomed everyone to the meeting and introductions were made.

5. **Review of Previous Minutes:** The minutes from the Pre-meeting will be prepared and sent electronically to all members for review and approval at the mid-year meeting.

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6. **Treasurer's Report:** Collected \$6,556 at registration. A bill will be provided to Treasurer, Past-President and Outgoing VP for review and payment on 18 Mar 05. Hotel will accept cash for payment so cash received during meeting will be applied toward bill. For future meetings, multiple reviews of contract need to be done to ensure no errors or mistakes prior to signing. Report approved as submitted.

7. **Secretary's Report:** One applicant was inadvertently missed at Pre-BOD meeting when reviewing and voting on new members. Application reviewed and approved. Database fixed so will be able to archive non-current members. Report approved as submitted.

8. **New Applicant Review:** There are no membership applications for review.

9. **Society Scope Update:** Editor not present, nothing to report.

10. **Future Meeting Locations:** 2006 Reno, NV. 2007 Boston, MA. 2008 New Orleans, LA. President and Site Coordinator will coordinate Mid-Year BOD meeting to be held in late Aug, early Sept 05. (OPEN, LtCol Mapp)

11. **SAFMLS 2005 Planning Committee Update:** Things went very well. Many positive comments received. Multiple people were sick so need to publish info for receiving medical care for future meetings. Recommend each Member-At-Large recruit 5 people to help at registration des. (OPEN, LTC Perry)

12. Old Business:

a. Electronic Payments- CDR Ciolorito (Ref item 11g, minutes from 21 Mar 02)
Pay pal account will be signed over so payment notices go to Secretary. CDR Finch will explore other potential payment site, Go Daddy, and report at Mid-year meeting. (OPEN, CDR Finch)

b. By Law Review – LtCol Mapp (Ref item 12h, minutes from 17 Sep 04) Deferred until Sept meeting. (OPEN, LtCol Mapp)

c. Annual Meeting Registration – Maj Fox (Ref item 13a, minutes from 17 Sep 04) Annual Meeting registration numbers provided are as follows:

On-line registration:	432	Army = 193 = 42%
On-site registration:	72	Air Force = 210 = 46%
Packets not picked up:	<u>46</u>	Navy = 55 = 12%
Attendance:	458	

Webmaster – CDR Mike Finch

Exhibit Coordinator – LtCol Bailey Mapp

Historian – LTC Danny Deuter

SCOPE Editor – LTC Kevin McNabb

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13. New Business:

a. Re-appointment of positions by President – Maj Fox

Several positions on Board of Directors are filled via appointment by the president. The following people were re-appointed to their current positions. (CLOSED)

Webmaster – CDR Mike Finch

Exhibit Coordinator – LtCol Bailey Mapp

Historian – LTC Danny Deuter (while deployed, LTC Kevin McNabb will be acting

SCOPE editor – LTC Kevin McNabb

b. SCOPE Magazine Cover – LTC McNabb

Suggestion made at Business meeting to redo cover of SCOPE magazine to glossy material. LTC McNabb to provide cost. Deferred to Sept meeting (OPEN, LTC McNabb)

c. Social Coordinator/Director – Maj Fox

Suggestion made to designate someone to check out local places that might offer discounts for attendees. Recommendation made and approved that 1 of the Members-At-Large will do this. (OPEN – Maj Fox)

d. Membership Applications on Site – Maj Fox

Issues rose again about accepting applications during on site registration. No easy way to do this so will not be doing it in future. (CLOSED)

e. Member's Only Night – Maj Fox

First one seemed very successful and well received. Recommendation made and approved that will continue as long as Society is financially sound. For future meetings, Site Coordinator will poll vendors to see if they will split cost and then they could attend. (OPEN, LtCol Mapp)

f. Vendor Participation – LtCol Mapp

Very pleased with participation by vendors and vendors were pleased. Best year yet for revenue from vendors with 6 first timers. Will put article in SCOPE encouraging all to recruit new vendors for next meeting. (CLOSED)

g. Ethernet Card/ISP Address for Secretary Computer – CDR Congdon

Secretary computer does not have an Ethernet port for internet connectivity. Internet access is needed for sending out and emailing information. Recommendation made and approved to have computer upgraded with an Ethernet port. (OPEN, CDR Congdon)

h. Scholarship – LTC Brew/LtCol Mapp

Brought up at Business meeting. Will ask for input and proposal from COL Boisvert. Recommendation made to investigate possibly using money to fund an enlisted member from each service to attend vice scholarship. CDR Wilkerson to provide info at Sept meeting. (OPEN, CDR Wilkerson)

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i. Coordination of Annual meeting with CLMA

Suggestion made to coordinate annual meeting with CLMA. Difficulty finding sites to give per diem rates in summer and would lose our identity. Recommendation disapproved. (CLOSED)

j. Financial Audit

Annual audit of finances required. Recommendation made and approved to have 2 BOD members conduct audit at Mid year meeting. Recommend By-Laws change so no CPA audit is required. (OPEN, LCDR Ivey)

k. Poster Winners

Awards for poster winners will be ordered and mailed to winners by LCDR Ivey.

With no further business, the meeting was adjourned at 1843.

Respectfully submitted,

//Original Signed//

CHRISTINE L. CONGDON, CDR, MSC, USN
Secretary