

SOCIETY OF ARMED FORCES MEDICAL LABORATORY SCIENTISTS

2005 BOARD OF DIRECTORS PRE SAFMLS MEETING

13 March 2005

Ruth Chris' Steak House, Jacksonville, FL

1. **Call to Order:** The meeting was called to order by the Society President, LTC Marilyn Brew, at 1905 EST at Ruth Chris' Steakhouse.

2. **Members Present:**

Officers:

LTC Marilyn Brew, MS, USA, President

CDR Cindy Wilkerson, MSC, USN, Vice-President

CDR Larry Ciorolorito, MSC, USN, Treasurer

CDR Chris Congdon, MSC, USN, Secretary

Members-At-Large:

Maj Julie Zweis, BSC, USAF, Air Force Member-At-Large

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

Maj Kris Calero, MS, USA, Army Member-At-Large

LCDR Felix Alfonso, MSC, USN, Navy Member-At-Large

Non-Voting Board Members:

CAPT Brenda Bartley, MSC, USN, Navy Ex-Officio

COL Noel Webster, MS, USA, Army Ex-Officio

CDR Mike Finch, MSC, USN, Webmaster

LtCol Bailey Mapp, BSC, USAF, Exhibits/Vendors

MAJ Martin Tenney, MS, USA, Acting Historian

3. **Members Absent:**

Col Donna Roncarti, BSC, USAF, Air Force Consultant

LTC Danny Deuter, MS, USA, Historian

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

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

Maj Mark Burton, USAF, MC, Air Force Ex-Officio

COL Renata Greenspan, MC, USA, Army Ex-Officio

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

4. **Introduction:** The meeting was held at Ruth Chris' Steakhouse, in Jacksonville FL. LTC Marilyn Brew welcomed everyone to the meeting and introductions were made.

5. **Review of Previous Minutes:** The minutes from the mid year meeting were reviewed and approved with no corrections. (CLOSED)

6. **Treasurer's Report:** Cash balance on hand as of 5 March 05 is \$255,514.35. Total cash on hand as of 18 February 05 was \$246,050.30. A motion was made and approved to accept the Treasurer's report as submitted. (CLOSED)

SOCIETY OF ARMED FORCES MEDICAL LABORATORY SCIENTISTS

2005 BOARD OF DIRECTORS PRE SAFMLS MEETING

13 March 2005

Ruth Chris' Steak House, Jacksonville, FL

7. **Secretary's Report:** There are 810 members in the database. Breakdown is as follows:

Air Force: 293 Army: 347 Navy: 113 Civilian: 37 PHS: 9

USAFR: 3 USAR: 5 USNR: 3

Open Board member positions up for election at 2005 annual meeting: President Elect (Navy), Vice-President (Army), Secretary, Treasurer and Member-At-Large for each service. Secretary unable to inactivate people who aren't current in dues. LtCol Mapp will check database and see if he can fix it so database can be updated. (OPEN CDR Congdon)

8. **New Applicant Review:** There are 37 applications for membership. All applicants were accepted for membership. Breakdown is as follows: Army-20, Air Force-9, Navy-8. If template can be found, Secretary will send out membership certificates to the new members. A motion was made and approved to accept the Secretary's report. (CLOSED)

9. **Society Scope Update:** Pre-mtg issue went out. The following items will be put in the post-meeting issue: 1) Reminder to all members to pay dues, preferable via PayPal. 2) Enlisted members who get a degree should send in a new application to change membership status. 3) Encourage all to recruit new members. 4) No dues payments will be accepted at future meetings. (CLOSED)

10. **Future Meeting Locations:** 2006 Reno, NV. 2007 Boston, MA. 2008 New Orleans, LA. Meeting locations will be booked only 3 years out. (OPEN, LtCol Mapp)

11. **SAFMLS 2005 Planning Committee Update:** Things went well and there are no issues or concerns at this time. (OPEN, CDR Wilkerson)

12. Old Business:

a. Electronic Payments- CDR Ciorlito (Ref item 11g, minutes from 21 Mar 02)

Pay pal account seems to have been a success however there are problems trying to access it from a government computer. There is another possible site, Go Daddy that will be investigated. (OPEN, CDR Ciorlito, CDR Finch)

b. Enlisted Member Status Change – CDR Congdon (Ref item 13c, minutes from 18 Oct 02)

Sending letter too time consuming. Recommend putting notice on website and in SCOPE to reapply if have obtained degree and want membership status changed. Approved by board. (CLOSED)

c. Poster Submission Process – LTC Brew (Ref item 13a, minutes from 26 Feb 04)

COL Boisvert submitted recommendations for poster submission process. Implemented standardized forms, assigned times for presenters to be at posters for judging, posters moved to more visible location. (CLOSED)

SOCIETY OF ARMED FORCES MEDICAL LABORATORY SCIENTISTS

2005 BOARD OF DIRECTORS PRE SAFMLS MEETING

13 March 2005

Ruth Chris' Steak House, Jacksonville, FL

d. PHS Member-at-Large position – CDR Wilkerson (Ref item 13c, minutes from 26 Feb 04) Recommendation made and approved that if 25% of their members join then BOD would readdress issue and consider establishing a position at that time. (CLOSED)

e. By-Law Review – LtCol Mapp (Ref item 12h, minutes from 17 Sep 04) By laws were updated and draft sent to BOD for review. Send any changes and recommendations to LtCol Mapp. Recommendation made to change wording for membership status to mimic ASCP requirements. Defer to Sep 05 Mid Year meeting. (OPEN, LtCol Mapp)

f. Annual Meeting Registration – Maj Fox (Ref item 13a, minutes from 17 Sep 04) A record number of people pre-registered on the website. Recommendation made and approved that dues would not be collected at registration. (OPEN, Maj Norm Fox)

g. Foreign Membership – LtCol Mapp (Ref item 13c, minutes from 17 Sep 04) Recommendation made and approved not to accept foreign members at this time but to strongly encourage them to attend annual meeting. (CLOSED)

h. Liability Insurance – CDR Ciorito (Ref item 13e, minutes from 17 Sep 04) Insurance in place for meeting, cost is \$2700 and the policy can be renewed annually. (CLOSED)

i. Enlisted Member-At-Large – LtCol Mapp (Ref item 13f, minutes from 17 Sep 04) Proposal made to have enlisted Member-At-Large from each service. Recommendation made and approved that when enlisted membership from each service hits 25% of eligible members, then position will be established. (CLOSED)

13. New Business:

a. Lab Medicine Military Corner & Articles – LTC Brew
Frank Wyans, editor in chief of Lab Medicine wants articles in their magazine pertaining to SAFMLS and what our members do. Recommendation made and approved to have our SCOPE editor be the liaison with him and work with him on this. (CLOSED)

b. Board Member Annual Meeting Attendance Funding – LTC Brew
Concern that in times of funding shortages, key leaders in SAFMLS may not be able to attend. After exhausting all funding possibilities and with validation of Service Consultant, BOD will consider funding one of the 6 following positions if needed: President, Vice President, Treasurer, Secretary, President Elect, and Exhibit Chairman. (CLOSED)

c. New SAFMLS Logo – LtCol Mapp Final approval given to new logo. (CLOSED)

d. SCOPE Mailing – CDR Congdon
Suggestion was made by multiple members to send SCOPE via email or on website only and not mail. Decision made to continue mailing to all members. (CLOSED)

SOCIETY OF ARMED FORCES MEDICAL LABORATORY SCIENTISTS

2005 BOARD OF DIRECTORS PRE SAFMLS MEETING

13 March 2005

Ruth Chris' Steak House, Jacksonville, FL

e. Membership Certificate – CDR Congdon

Many new members are requesting a membership certificate similar to what was done in past. Program in database to print this out so will work with Maj Fox, LtCol Mapp and Maj Castleton to institute this. (OPEN, CDR Congdon)

f. PayPal Account Ownership – CDR Ciorlito

Currently Treasurer gets notification and then forwards to Secretary for database update. Recommendation made and approved to change so initial email notification of payment will go to Secretary. (CLOSED)

g. Time allotted for BOD Pre SAFMLS Meeting – LTC Brew

Not enough time is allotted for the pre and post meetings. Recommendation made and approved to extend time to 1 ½ hours. (CLOSED)

14. The meeting was adjourned at 2015.

Respectfully submitted,

//Original Signed//

CHRISTINE L. CONGDON, CDR, MSC, USN
Secretary