

**SOCIETY OF ARMED FORCES MEDICAL LABORATORY SCIENTISTS**  
2007-2008 SAFMLS BOARD OF DIRECTORS MID YEAR MEETING  
27 SEP 2007  
Hilton Hotel, New Orleans, LA

1. **Call to Order:** The meeting was called to order by the Society President, LTC Kevin McNabb at 0800 CST.

2. **Members Present:**

Officers:

LTC Kevin McNabb, MS, USA, President  
CDR Larry Ciorlorito, MSC, USN, Vice-President  
CDR Chris Congdon, MSC, USN, Secretary  
Maj Marybeth Luna, BSC, USAF, Treasurer

Members-At-Large:

Maj Richard Schoske, BSC, USAF, Air Force Member-At-Large  
LT Debra Baker, MSC, USN, Navy Member-At-Large

Voting Members:

Col Paul Barnicott, BSC, USAF, Air Force Consultant

Non-Voting Board Members:

LtCol Bailey Mapp, BSC, USAF, Exhibits/Vendors  
LTC Danny Deuter, MS, USA, Historian  
LtCol Brian Casleton, BSC, USAF, President Elect  
CDR Cindy Wilkerson, MSC, USN, Past President  
Maj Jeannette Watterson, BSC, USAF, Scope Editor

**Members Absent:**

CDR Mike Finch, MSC, USN, Webmaster  
Capt Denise Lennon, BSC, USAF, Air Force Member-At-Large  
MAJ Paul Mann, MS, USA, Army Member-At-Large  
LT Aaron Harding, MSC, USN, Navy Member-At-Large  
LtCol Brian Kendall, BSC, USAF, Air Force Ex-Officio  
COL Mark Brissette, MC, USA, Army Ex-Officio  
CDR Dave Larson, MC, USN, Navy Ex-Officio  
COL William Boisvert, MS, USA, Army Consultant  
CPT Gerald Kellar, MS, USA, Army Member-At-Large  
MSgt David Beacham, Enlisted Member-At-Large

3. **Introduction:** The meeting was held at the Hilton Hotel in New Orleans, LA. LTC Kevin McNabb welcomed everyone to the meeting and introductions were made.

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4. **Review of Previous Minutes:** The minutes from the Post SAFMLS Board of Directors meeting was sent to all members electronically for review following the post meeting. Minutes were approved.

5. **Treasurer's Report:** Total expenses for 2/24/07-9/25/07 were \$157,201.84. Income for same time frame was \$37,290. Report was approved as submitted.

6. **Secretary's Report:** A past dues list was given to the Members-At-Large to encourage members to pay up or face being dropped from the roles. Total membership is 779 members. 229 members haven't paid 05 dues. 152 members haven't paid 06 dues. 138 members haven't paid 07 dues. Those who haven't paid 05 & 06 dues will be dropped from active membership if they haven't paid by December. A motion was made that anyone who isn't current in their dues by 01 Feb (paid through 08) will have to pay the \$25 registration fee if they go to SAFMLS. Report was approved.

7. **New Applicant Review:** 31 membership applications were reviewed and voted on. The breakdown is as follows:

PHS – 3, Air Force – 4, Navy – 3, Army – 21  
Officers – 22, Enlisted – 5, Civilians - 4

Everyone met the criteria and was accepted for membership. Certificates and coins will be sent to all of the new members.

8. **SAFMLS 2008 Planning Committee:** Most assignments are already nailed down and will begin audio conferences by the end of Oct. Will move to weekly teleconferences shortly after the holidays. Planning committee assignments include the following:

Chair, Band/Color Guard/Chaplain: CDR Larry Ciorlorito

Catering: LT Deb Baker

Workshops: Maj Imelda Catalasan

Short Topics: LT Dierdre Desmond

Webmaster/Photography Coord: CAPT Mike Finch

Registration Desk: LtCol Brian Casleton

Opening Ceremonies: Maj Jude Abadie

Awards: LTC Linda Guthrie

Posters: Maj Clarence Gagni

A/V: CPT Julie Johnson

Vendors/Exhibits: LtCol Bailey Mapp

Programs: LtCol Lucia More

Scope Editor: Maj Jeannette Watterson

PACE Coordinator: Maj Rich Schoske

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Registration Desk Issues: Dues will be collected in separate line; those not current will pay the \$25 registration fee. Col Barnicott will develop an automated registration program with bar code capability to enable use of members ID card to track those actually attending.

Workshops/Short Topics: An updated form has been developed and will be posted to the web page. Submission deadlines has been move to 15 Nov 07.

Opening Ceremonies: Donna Boston (JBAIDS Program Manager) is the guest speaker. Color guard and band have been contacted and will come from local sources.

Hotel Issues: Current contract does not provide for free health club access and there are questions about parking. Both these issues will be addressed with the hotel.

9. **Society Scope Update:** Maj Watterson was selected for the position. The awards information and poster judging information will be updated and published in the Scope. Info regarding PACE will also be published. (CLOSED, Maj Watterson)

10. **Future Meeting Locations:** 2008 New Orleans, 2009 Reno, 2010 San Diego. Nothing firm beyond that. (OPEN, LtCol Mapp)

**11. Old Business:**

a. Scope Magazine Cover (Ref item 13b, minutes from 17 Mar 05) – BODs voted via email to approve having cover in color. (CLOSED)

b. Election of Officers - Open offices for 2007-2008 meeting are:  
President Elect – Navy  
Vice President – Army  
Secretary  
Navy Member-At-Large  
Air Force Member-At-Large  
Army Member-At-Large

**12. New Business:**

a. Paperweight – LtCol Casleton LtCol Casleton investigated and it will cost \$24-\$30 a piece for ones with the logo. Motion made and approved to purchase as gift for guest speaker so will purchase 1. (CLOSED)

b. Coins – LtCol Casleton LtCol Casleton brought a sample of the new coin which looked very nice. The words on the back of the coin are latin for Leadership, Knowledge and Integrity. Motion made and approved to purchase 500 of them and sell them for \$5 each. (CLOSED)

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c. Coins for New Members: CDR Howe      A motion was made and approved to continue sending the brass coins to the new members until they are all gone. At that time will make a decision as to whether to continue sending coins or not.  
(CLOSED)

d. GES Contract – LtCol Mapp      The Contract was up so LtCol Mapp went ahead and extended it through 2010 to cover the meetings that are already locked in. A new contract will have to be established at that time.

e. Understudy for Exhibits Manager – LtCol Mapp      A suggestion was made that the BOD should look for an understudy to start learning this position. Maj Watterson expressed interest in this position.

f. PACE Coordinator on BOD – LCDR Harding      A suggestion was made to make the PACE Coordinator a non-voting member of the BODs due to the importance of this position. The bylaws will be edited and sent out to all the BODs for review and publishing in the Scope. Change will be voted on by the membership at the business meeting in Feb in New Orleans.  
(OPEN, LTC McNabb)

g. Plaques - Names of outgoing BODs will be sent to LtCol Casleton so that plaques can be made for them.      (CLOSED)

h. Presentations – There may be some problems with encryption if presenters try to save their presentations to their flash drives and then use those at the meeting. A message will be put in the Scope reminding everyone of this issue.      (CLOSED)

i. Old Applications – CDR Howe      Question was raised as to how long to hang on to the old, approved membership applications. Currently the secretary has about 10 years worth. Motion made and approved to shred approved applications after 1 year.      (CLOSED)

13. With no further business, the meeting was adjourned at 1020.

Respectfully submitted,

// Original Signed //

CHRISTINE L. HOWE, CDR, MSC, USN  
Secretary