

SOCIETY OF ARMED FORCES MEDICAL LABORATORY SCIENTISTS
2007 BOARD OF DIRECTORS POST SAFMLS MEETING
01 MARCH 2007
Sheraton Hotel, Boston, MA

1. **Call to Order:** The meeting was called to order by the Society President, LTC Kevin McNabb at 1744.

2. **Members Present:**

Officers:

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

Members-At-Large:

Capt Denise Lennon, BSC, USAF, Air Force Member-At-Large
LT Aaron Harding, MSC, USN, Navy Member-At-Large
LT Debra Baker, MSC, USN, Navy Member-At-Large
CPT Gerald Kellar, MS, USA, Army Member-At-Large

Voting Members:

Col Paul Barnicott, BSC, USAF, Consultant
COL William Boisvert, MS, USA, Consultant

Non-Voting Board Members:

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

Members Absent:

MAJ Paul Mann, MS, USA, Army Member-At-Large
COL Mark Brissette, MC, USA, Army Ex-Officio
CDR Dave Larson, MC, USN, Navy Ex-Officio
LTC Brian Kendall, MC, USAF, Air Force Ex-Officio
Maj Richard Schoske, BSC, USAF, Air Force Member-At-Large
MSgt David Beacham, USAF, Enlisted Member-At-Large

3. **Introduction:** The meeting was held at the Sheraton Hotel in Boston MA. LTC Kevin McNabb welcomed everyone to the meeting and introductions were made.

4. **Review of Previous Minutes:** Pre SAFMLS Board of Directors meeting and Business Meeting minutes will be sent electronically to all members for review following the meeting.

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5. **Treasurer's Report:** Society had approximately \$248K going in to this meeting. Received roughly \$9K in cash that has been paid to the hotel on the bill. Will do paperwork to put Secretary on account as well as Treasurer. Treasurer's report is included with original minutes. Treasurer's report approved as submitted.

6. **Secretary's Report:** Will send a copy of the past dues list to the Members-At-Large and consultants one last time before archiving non-current members.

7. **New Applicant Review:** 10 new applicants. 6 AF, 4 Army, with 6 enlisted and 4 officers. All were approved and accepted for membership.

8. **2007 SAFMLS Planning Committee Final Review:** Everyone needs to do after action report and submit information to LtCol Casleton. Some general items mentioned and suggested were:

- a. Need to collect dues but needs to be a dedicated person and location just for that.
- b. Posters: Judge only posters of current members and the judges tally the scores.
- c. Update poster submission guidelines to match judging guideline.
- d. Need spreadsheet to record all attendees who register on site.
- e. Need ribbons for proctors for short topics and for BODs.
- f. Suggest article in Scope regarding PACE info for meeting attendees.
- g. Suggest posting workshop and short topics on the website with approval of BODs.

9. **Society Scope Update:** Everything is OK. Call for abstracts and workshops will be placed in the fall edition of the Scope and on the website on 01 Aug. New deadline for abstracts and workshops will be 15 Nov. Fall and winter Scopes will be sent out 30 days earlier than before.

10. Old Business:

a. Scope Magazine Cover (Ref item 13b, minutes from 17 Mar 05) – It would cost an extra \$1500/yr for full color cover. Will get quotes and send via email to get final approval for color cover. (OPEN, Maj Watterson)

b. Election of Officers – (Ref item 11b, minutes from 25 Feb 07) – CDR Howe. Prepared ballots seemed to work well for elections, so will continue this in the future. Newly elected VP may have to deploy this summer for 3 months. If so, President will appoint someone to cover temporarily. Need to set an earlier deadline for nominations. Recommended 30 days prior to SAFMLS meeting. Motion approved by board. (CLOSED)

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11. New Business:

a. Reappoint Positions – LTC McNabb. There are certain positions that are appointed by the President and have to be reappointed every year. The following members were reappointed to their positions: (CLOSED)

Webmaster: CAPT Mike Finch Historian: LTC Danny Deuter
Scope Editor: Maj Jeannette Watterson Exhibits/Site Coordinator: Lt Col Bailey Mapp

b. Audit Report – CDR Wilkerson and CDR Ciorlito.
An annual audit is conducted at each SAFMLS meeting. Last one was done March 2006 in Reno. 2007 audit was completed and everything was documented and accounted for. (CLOSED)

c. Debit Card – Request made to get a debit card. Society doesn't write that many checks and card would be convenient. Will try it and see how it works. (CLOSED)

d. Lead Retrieval System – On site registration doesn't support barcodes on badges so won't be able to utilize this process. (CLOSED)

e. Paperweight – Suggestion made to have paperweights made and try to sell them. Will investigate the cost of them and discuss at the mid-year meeting. (OPEN, LtCol Casleton)

f. Coins – Need to have need coins made. Suggestion made to have a 2 sided coin with SAFMLS logo on one side and a new design on the other. Suggestion made to hold contest amongst members to design the other side of the coin. Notice will be put on website with a 15 Jul deadline for designs to be submitted to the consultants. (OPEN, LtCol Casleton)

13. With no further business, the meeting was adjourned at 1900.

Respectfully submitted,

// Original Signed //

CHRISTINE L. HOWE, CDR, MSC, USN
Secretary