



# Annual Business Meeting

Date: April 8, 2015

Location: Windsor VII Meeting Room, La Vista, NE

## Minutes

### Call to Order

Meeting called to order by Jan Frerichs at 5:21 pm

1. Appointment of Mick Williams to parliamentarian was made by Jan Frerichs
2. Quorum- established (see sign-in sheets attached)
3. Motion to seat visitors made by Mick Williams, seconded by Theresa Fruehling. Motion passed
4. Motion to allow privilege of the floor to visitors made by Theresa Fruehling, seconded by Mick Williams. Motion passed

### Final Ballot Call for 2015 Annual Business Meeting

Call for nominations from the floor: No additional nominations

Winners by acclamation:

President Elect:

**Treasurer: Neil Kumor**

**Board Member: Mitch Owen**

Delegate(s) to ASCLS National meeting:

Call for nominations: No additional nominations

Winners by acclamation:

**Lindsey Davenport-Landry**

**Kim VonAhsen**

### Secretary's Report

Minutes from the 2014 Annual Business were tabled. Minutes will be sent to membership via email by Vonnie Hinrichsen. Deadline for changes and voting: May 15<sup>th</sup>, 2015

with:

Following Changes:

No Changes

Accepted as written by Jan Frerichs

### Treasurer's Report

Treasurer's report was reviewed with:

Following Changes:

No Changes

**Accepted as Presented by Neil Kumor**

## President's Report

### Activities:

**To update the board and membership on activities at all levels.**

1. Communicate with National ASCLS office and Region VI Director, Suzanne Campbell
2. Attended ASCLS National Meeting in Chicago, IL
3. Share information with members about the activities of ASCLS
4. Held Board meetings
5. Submitted nominations to National Awards committee for Publication (NewsScope)
6. Submitted nominations for Key to the Future; Member of the Year; and Omicron Sigma

### 2014-2015 Accomplishments:

1. Career recruitment activities
  - a. ASCLS-IA staffed a booth at Iowa State Fair iStem event.
  - b. Open Minds at Coe College in Cedar Rapids in October. ASCLS-IA presented a workshop on laboratory medicine to middle school girls interested in careers in science.
  - c. Cedar Valley Symposium on January 17, Wartburg College in Waverly, IA. This was a day long workshop for high school students interested in careers in science or medicine.
2. The Region VI fall board meeting was held at the Kirkwood Hotel in Cedar Rapids on November 1 and 2<sup>nd</sup>
3. Annual ASCLS Meeting will be held in Atlanta, GA, on July 28 – August 1, 2015.
4. Congratulations to Vonnie Hinrichsen, NewsScope editor, the NewsScope was awarded third place in the print division at the ASCLS annual meeting Chicago in 2014.
5. Amy Frank was nominated at the national level for member of the year in 2014. Congratulations to Amy.
6. Two members, Theresa Fruehling, and Kim Von Ahsen attended the Legislative Symposium in Washington, D.C. in March, 2015.
7. Reviewed and up-dated ASCLS-IA policy and procedure manual.
8. Served on planning committee for joint ASCLS-IA/NE spring meeting

President's report was reviewed with:

Following Changes:

No Changes

Discussion:

## Committee Report

**A. Annual Meeting- Jan Frerichs**

### Activities:

- Provide CE for ASCLS-IA Membership
- Organize the Spring Meeting

### 2014-2015 Accomplishments:

- Worked with ASCLS-NE on Spring meeting

**Additional Information:**

- Number of Vendors 23
- Number of Participants

**B. Bylaws- Mick Williams**

By-Laws Changes to be voted on at Annual Business meeting:

Proposed amendments to ASCLS-IA Bylaws:

- Article III. Membership ,
  - Section B.

Add a new statement, number 2. And renumber subsequent descriptions.

2. First Year Professional: Open to any individual who has just completed the requirements to become a professional member of ASCLS. This category is only available during the first year following the completion of these requirements.

- C. 1. Modify to read "Professional, including FYP, and emeritus members shall enjoy all -----"

- Rationale:

- To conform to ASCLS membership categories
- To specify that FYP is included as a professional member and has all rights and privileges

And

- Article XI, Delegates

- This Society is entitled to be represented at the annual House of Delegates of ASCLS by the president, president-elect, a New Professional, and a student delegate or their alternates. In addition, there shall be one delegate for each 50 professional and emeritus members.

The at-large delegates and their alternates are nominated and elected by the voting membership at the annual meeting of this Society.

The New Professional and alternate, and the student member and alternate shall be appointed by the president of this Society, with the approval of the Board of Directors, to serve as delegates.

Therefore, I move these changes be made and accepted in compliance with our National governing by-laws.

Moved by Mick Williams

Seconded by Theresa Fruehling

Motion: passed

Be it noted, FYP membership cost for National will be half the price of the regular member cost. State fees remain the same.

**C. Government Affairs/ Political Action- Theresa Fruehling**

**Activities:**

- Attended monthly conference calls for both GAC and PAC
- Attended Legislative Symposium
- On National Board for both GAC and PAC
- PAC 101 articles for State and National
- GAC- Mentor for student and new professional
- PAC- Chair National (Temporarily stepped down due to health issues)
- Attended Regional Council meeting in November
- Attended Annual meeting in Chicago, IL
- PAC goal for the year: \$50,000
  - \$3,000 raised at Legislative Symposium

**2014-2015 Accomplishments:**

- Updated Strategic plan
- Video updates for members via Patrick Cooney

- Minimum donation for PAC pin set at \$15.00
- Edited/ reviewed articles for National newsletter
- PAC Baskets: Bidding ends at close of vendors fair

**Goals:**

- Keep members updated on activities at National
- Having power-point presentation posted to the ASCLS-IA website explaining the Governmental process.
- Write GAC and PAC articles for NewsScope
- Build a committee- get more members involved with GAC and PAC

**D. Historian – Vonnie Hinrichsen**

**Activities:**

- Keep records and memorabilia safe and accessible when needed.

**2014-2015 Accomplishments:**

Records continue to be kept safe and dry in Rubbermaid tubs

**E. Leadership Development – Sheila Dunn**

No report

**F. Membership – Lindsey Davenport-Landry**

**Activities:**

- Had members of the Board reach out to lapsed members and encourage them to renew
- Inquire as to why members did not renew
- Removed names of individuals who moved out of state

**G. NewsScope Editor – Vonnie Hinrichsen**

**Activities:**

- Gather articles and information from the membership and national office to help keep the membership informed of what is going on in our state and at the national level.

**2014-15 Accomplishments:**

- **Summer edition**
  - New Presidents column.
  - Recap of the Spring Meeting 2014 in Cedar Rapids
  - Legislative Symposium article from Mary Jo Bonifas
  - Awards and pictures of Spring Meeting
  - Mickey and his 50 years as member!
  - Farewell letter from outgoing Pres Theresa Fruehling
  - What it takes article on Presidents position
- **Winter edition**
  - Article on iStem event done at Iowa State Fair
  - Article of Ebola information forwarded from CDC
  - First installment of articles of PAC definition
  - News from Region VI meeting
  - Look back on the year with a few pictures
- **Spring edition/spring meeting edition**
  - Information of 2015 Spring Meeting
  - Cedar Valley Science Symposium article
  - PAC part 2
  - Nominees and Bios

- Scholarship information
- Recognition award information to nominate
- By law changes
- **Future editions**
  - Start publishing classifieds
  - Next issue articles due by June

**CONCERNS: None at this time**

**REQUEST FOR ACTION: None at this time**

## **H. Nominations and Awards – Theresa Fruehling**

### Activities:

**PURPOSE: To recognize dedication to the laboratory field**

### **ACTIVITIES:**

#### **Committee goals:**

- 1. Look for opportunities to promote the lab profession by awarding deserving candidates with awards.**
- 2. Notify members and other leaders of the opportunity to nominate people for awards.**
- 3. Select the award winners and present certificates/plaques to those winners at the awards luncheon on April 9<sup>th</sup>, 2015**

### 2015 Accomplishments:

**Deadline was extended from March 15 to March 26 for applications to be submitted:**

### Received the following as nominations:

- 1-Outstanding Support Staff
- 3-Phlebotmist of the Year
- 1-Mentor of Year
- 1-Students of the Year-
- 1 ASCLS Member of the Year

#### Slate of officers:

- 1-Candidate for Board Member; Mitch Owen
- 1-Candidate for Treasurer; Neil Kumor
- No Candidate for President-Elect

### **Committee members for Awards and Nominations 2015-2016:**

- Theresa Fruehling, Chair
- Janet Whitney, Member
- Rebecca Dill-Devor, Member

## **I. P.A.C.E. – Kim VonAhsen**

### Activities:

- Submitted P.A.C.E. invoice to Treasurer for 2015 annual provider status.
- ASCLS offered a CMP Maintenance Program with membership.
  - a. \$55 Certification Maintenance CE Package -- 12 online CE from MediaLab
  - b. \$99 Certification Maintenance Plus CE Package -- unlimited online CE from MediaLab
- ASCLS completed the integration of CE Organizer with the BOC. The project is to electronic transferring CE organizer transcript to the BOC.
- PACE has offered free continuing education to Renewed Members as a Thank You; please take advantage of these so it is continued to be offered in the future.
- Provided CE for 2015 CLMA Iowa Spring Meeting, State Hygiene Laboratory Parasitology Workshop

### 2014-2015 Accomplishments:

- Full implementation and utilization of the CE Organizer for all ASCLS-IA sponsored events.
- Received approval of application for 2015 P.A.C.E. provider status.
- Completion of the integration of ASCLS P.A.C.E. credits with the Board of Certification (BOC).

## **J. Promotion of the Profession –**

### **1. Career Recruitment- Jan Frerichs; Theresa Fruehling; and Judy Jackson**

#### **Activities:**

- To recruit students into the field of laboratory medicine

#### **2014-2015 Accomplishments:**

- ASCLS-IA hosted a booth at the Iowa State fair on August 17<sup>th</sup>, 2014. Participants were given the opportunity to play matching games, receive laboratory tattoos and learn more about the interesting world of the laboratory. Thank you to Jan Frerichs, Mona Parekh, Judy Jackson, Janet Whitney and all other volunteers who helped to make the day successful!
- Open minds, Open door an iSTEM event at Coe College which exposes 8<sup>th</sup> grade girls to science, technology, engineering and mathematics was held on October 14<sup>th</sup>, 2014. Amy Frank, Theresa Fruehling, and Judy Jackson had brief introduction for the girls on blood banking, hematology and microbiology. The workshop had 33 students and 2 adults
- Theresa Fruehling, Gillian McVicar, Mona Parekh, and Janet Whitney presented at the Cedar Valley Science Symposium at Wartburg College on January 17<sup>th</sup>. High school students were given the opportunity to become medical laboratory professionals for the day. They were given case studies and performed differentials, gram stains, and blood type testing in order to help save the patients in their case studies.
- Throughout the year Theresa Fruehling and Rachel Leemkuil participated in iSTEM events through the University of Iowa Hospitals and Clinics. Conducting small hands-on activities and giving tours of different laboratories to students.

#### **Goal for 2015:**

- Continue to participate in iSTEM events
- Have another booth in the Iowa State Fair
- Continue to work with Coe College and Wartburg College

### **2. Professional and Public Relations- Mona Parekh**

#### **Activities:**

- Getting members of the association recognized in a more broad a spectrum other than our state newsletter.
- Mona Parekh has graciously agreed to be the chair of this committee and will work with the nomination and awards committee to recognize those individuals receiving awards.
- Theresa to get information on the award recipients' current hometowns for Mona.

## **K. Scholarship- Sarah Beerends**

#### **Activities:**

1. 4 scholarship awardees were chosen by the committee
  - a. Kaitlyn Gilbert – Mercy College of Health Sciences, Des Moines
  - b. Rasha Osman – Hawkeye Community College
  - c. Trang Dang – Allen College
  - d. Holly Keller – Mercy College of Health Sciences, Des Moines
2. 4 \$500 scholarships and student memberships will be given to the awardees.
3. Fundraisers:
  - a. Silent auction basket donated by the Mississippi Blood Center
  - b. Handmade necklaces donated by Judy Jackson's mom
  - c. Giardia stuffed toys sewn and donated by Vonnie Hinrichsen

**L. Webmaster – Kim VonAhsen**

**Activities:**

2. ASCLS-IA Website
  - a. Posted NewsScope newsletters
3. ASCLS-IA emails
  - a. Most board members have not used these emails but will keep available for those that wish to have one
4. Social Media
  - a. Utilized Twitter to provide updates of activities during ASCLS Legislative Symposium
  - b. Utilized Facebook to communicate nominations and awards submission, annual meeting registration, and national updates.

**2014-2015 Accomplishments:**

- Utilized social networking site (Facebook and Twitter) for additional communication.

Committee reports were reviewed with:

X Following Changes:

Addition of committee members for Awards and Nominations

No Changes

**Old Business**

Discussion:

No old business

**New Business**

Discussion:

1. Announcement of Elected Positions
  - a. Delegate(s) to National Meeting – Lindsey Davenport-Landry and Kim VonAhsen
  - b. Board Member – Mitch Owen
  - c. Treasurer – Neil Kumor
  - d. President Elect – Open
  - e. Motion to accept results made by acclamation. Motion passed.
2. Induction of 2015-2016 Officers
  - a. Oath of office
  - b. Gavel presented to Jan Frerichs by Theresa Fruehling
3. 2015-2016 Budget
  - a. Jan Frerichs presented 2015-2016 budget.
  - b. Motion to approve budget made by Mona Parekh, seconded by Chuck Hane. Motion passed
4. 2015-2016 Calendar of Events
  - a. Summer Board Meeting
    - i. TBD

- b. Fall Board Meeting
    - i. Combined leadership retreat
  - c. Winter Board Meeting
  - d. Spring Board meeting in Cedar Rapids, IA Hotel at Kirkwood
  - e. Annual Business meeting in Cedar Rapids, IA Hotel at Kirkwood
5. 2015-2016 Leadership
  6. 2016 Spring Meeting Preliminary Information
    - a. Joint meeting with CLMA-IA.
    - b. Held at Hotel at Kirkwood, Cedar Rapids, IA
  - 7.

**Other Business**

Discussion:

**Announcements**

**Adjournment**

**Motion to Adjourn Meeting**

**Motion**

Moved by: Judy Jackson    Seconded by: Neil Kumor

PASSED

FAILED

Meeting adjourned by Jan Frerichs at 6:05 pm