

MINUTES OF THE SUMMER RETREAT OF THE
TACLS BOARD OF DIRECTORS

August 25, 2001

Review of Terms of Office:

Past-president	Judy Baughman	}	2001-2002
President	Duncan Samo		
President-elect	John Wentz		
Secretary	Joan Aldrich		2001-2003
Treasurer	Candace Schaper		2000-2002
Board Members	Becky See		2000-2002
	Karen McClure		2001-2003
	Christie Thompson		2001-2003
	Leah Thompson		2000-2002
	Vicki Freeman		fulfilling John Wentz' term

The meeting was called to order at 10:40 at the Gulf Coast Blood Center in Houston, TX.

Attending: Duncan Samo, President
Judy Baughman, Past-president
John Wentz, President-elect
Joan Aldrich, Secretary
Becky See, Board Member
Christie Thompson, Board Member
Camillia St. John, Chair of Finance Committee

Treasurer's Report:

Current balances are \$3600.30 in checking account
15,019.73 in Money Market account
67,741.05 in 13 month CD (matured)
13,290.65 in 6 month CD (matured)
40,526.15 in 6 month CD (not mature)

The treasurer's accounts are being sent to the auditor approx September 1.

District allotments are ready to send to active districts (4, 5, 6, 7, 13, 16) based on the definition of "active" as having current officers and holding meeting(s) in the previous two years.

A check has been received from the Houston Meeting Committee which included \$1501.44 profit, \$1942.16 advanced, and 3000.00 seed money. A previous check for \$5000 seed money was not used and has been voided.

A motion was made to pay the Executive Secretary for 10 hours worked in June. The

motion was seconded and passed

The Board recommends that the Executive Secretary not work for pay for more than 40 hours per month from TACLS.

The recommendation was made to investigate combining the maturing CD's into one larger CD (approx \$100,000) if higher interest would apply. A comparison of the interest rates of 6, 12, and 18 month CDs was also recommended when reinvesting matured CD's.

The Board of Directors will vote by email on the disposition of monies in maturing CD's.

Web Site Update - Vicki Freeman

Vicki Freeman moved that
employment ads be posted on the TACLS web page at a charge of \$25 for 60 days for a ½ page ad,
business cards be posted on the TACLS web page at a charge of \$25 per month
company ads be posted on the TACLS web page at a charge of \$100 per month.

The motion was seconded and passed.

In order to list CLS & CLT schools on the web page, Vicki needs help in obtained the necessary information.

The rights to the TACLS web page domain name was renewed for 3 years at a cost of \$20 per year.

Suggestions are needed to let Texas hospitals know about our web page so they will use it for current information and employment opportunities.

2001 TACLS Annual Meeting

(see information under Treasurer's Report)

2002 TACLS Annual Meeting

The meeting will be April 8 - 10 (Mon - Wed), 2002, at the Arlington Hilton (highway 360 at I30) in Arlington, TX.

The hotel rooms will cost \$89 per night.

TACLS will be charged \$35 per person per day for food (breaks, lunches, etc)

This will be a joint meeting with the Texas Section of American Association of Clinical Chemists who will join us for 1-1/2 days of the meeting. They will provide all of the speakers

for the chemistry section of the program. Tx-AACC will be responsible for 3/8 of expenses and TACLS will be responsible for 5/8 of expenses.

Registration will be \$100 for members, and \$40 for students. Organization membership will be indicated on registration forms. Houston members of TACLS will take care of handling registration.

Instead of a student mixer, there will be a general mixer held one evening during the meeting

2003 TACLS Annual Meeting

San Antonio will be recruiting to host the meeting.

Region VII Teleconference

Motion was made that each state in region VII provides \$100 toward the expenses of the Region VII Student Representative to attend the ASCLS Annual Meeting. The motion was seconded and passed.

This year's student representative is Mellissa Nedri.

This motion will provide 5 x \$100 = \$500 toward her expenses.

National Laboratory Training Network

Jim Harris from the Texas Dept of Health in Austin will present a teleconference on Toxic Molds. The proposed date is November 8th or 15th at 4:00 p.m.

TnT Explosion

TnT Explosion is the name designated for the joint Texas-Tennessee Tea party to be held at the ASCLS meeting in Orlando. The meeting is scheduled for July 30 through Aug 2, 2002; the TnT Explosion is scheduled for Thursday, Aug 1, 8 - 10 p.m.

The expense of the party will be sponsored. Elissa Passiment is recruiting sponsors.

A motion was made to reimburse Duncan Samo for a 6' x 2-1/2' banner that advertises the TnT Explosion. The motion was seconded and passed.

The suggestion was made that host members (i.e., Texas and Tennessee members) buy a logo shirt to wear at the party. The cost of the shirt should be less than \$15.

Contact Enhancement of TACLS Members

A suggestion was made that the president send a short email message to all TACLS members at monthly intervals in order to enhance fellowship and services to the members. To this end, the secretary will obtain the email addresses of all TACLS members from the ASCLS office (email

is requested on the membership renewal form). Email address of non-members who attended the TACLS meeting in Houston can be added to this list. Email addresses of lab managers can be added to this list.

The Executive Secretary will arrange for all new members of TACLS to receive a letter of welcome from the TACLS President and a free Texas pin.

A motion was made to increase the petty cash account of the Executive Secretary up to \$400 in order to cover mailing expenses of the newsletter. The motion was seconded and passed.

Nominations

Unexpired terms:

Vicki Freeman will fill John Wentz' unexpired term

Dave Falleur to fill Leah Thompson's unexpired term (once Leah resigns her position)

backup nominations: Karen Murray

Phil Kostrum

The person who fills an unexpired term will stand for election at the next TACLS Annual Meeting.

Becky See volunteered to run for President-elect

Budget

The auditors review ("compilation") of the Treasurer's accounts will occur in early Sept.

Officers and Committee chairs should send charges for reimbursement to Camillia St. John promptly.

The scholarship fund contains approx \$9000.

A motion was made to increase future scholarships to two at \$500 each for CLS/MT students, and two at \$500 each for CLT/MLT students beginning in spring, 2002. The motion was seconded and passed.

Fall Board Teleconference

Sites for the fall teleconference: Dallas, Houston, San Marcos, San Antonio, Galveston, Corpus Christi, McAllen.

All members should receive postcard or email notification of the teleconferences.

Old and New Business

The Executive Secretary is instructed to mail an extra 10-20 newsletters to each district contact person for distribution as seen to be appropriate.

Christie Thompson is appoint co-commissioner for education

Legislative Day:

PAC pays partial expenses for attendance during alternate years. A motion was made to budget \$2400 to help support 3 TACLS members' attendance at the next Legislative Day (March 18-19, 2002). The motion was seconded and passed.

A motion was made to provide monetary support to a minimum of two TACLS members for attendance at Legislative Day activities in perpetuity. The motion was seconded and passed.

The TACLS Board of Directors will send a get well card to Shirlyn MacKenzie for her recent surgery.

The meeting was adjourned at 3:45.

Minutes are submitted by Joan Aldrich, Secretary