

**ASCLS-Minnesota**

**Fall Board Meeting**

Thursday September 30, 2021

6:30 – 8:00 pm

Zoom Call

**MINUTES:**

* **Call to Order and Introductions:** Donna Spannaus-Martin

President, Past President, President Elect, Secretary, Senior Area Directors, Ascending and Developing Chairs

Donna Spannaus-Martin, Wendy Parpart, Sue Iddings, Austin Korczak, Dean Porter, Rachel Siddall, Jenna Amundson, Kathy Hansen, Brian Mackenzii, Ali Nussbaum, Charlotte Romain, Rick Panning, Jean Bauer, Cindy Johnson, Deb Rodahl, Dani Ashcroft, Crystal Paul

* **Review previous meeting minutes:** Donna Spannaus-Martin
* **Secretary’s Report:** Crystal Paul
* **Treasurer’s Report and Budget Report, Finance Committee**: Jenna Amundson
  + - * Audit
    - CLC 2021 is not complete yet. We still have a couple attendees and 1 vendor that hasn’t paid yet.
    - Jean asked what the split is 0 we still have unpaid people
    - Fall Report:
    - Scholarship Awardees attached
* **ASCLS-MN Web Site and Newsletter** Jenna
  + - Jenna- Web Site: Website is current, Scientific Assembly has been added. Just waiting on the final Region V Fall Symposium program to upload.
    - Newsletter- Dani – Next newsletter likely in December/January. It’s been hard to get submissions and rounding up information. Wants to get together the scientific assembly’s

**Ascending Professional Board Vote** – Mariah Witt

President chooses an ascending professional, but the board needs to approve it. Mariah is a U of M graduate student.

***Board voted, no vetos. Vote passes at 1852.***

**Financial Working Group** –Rick Panning – No meeting since the last Spring meeting. Rick needs to confirm who else still on the committee. President, Treasurer, Chair, 2 other people, previously Dean Porter and Brenda Tomanek. Rick is planning a meeting in the coming months to start planning for the financials for the coming year.

**Membership Development** –Dean Porter

Dean attended a meeting with Maryann Downs – chair of the ASCLS national membership committee, with ~8 people. This meeting had some great tools and a campaign to help with the lapsed membership campaign. One of the attendees had a great strategy for trying to retain members that Dean is looking over regarding New Membership. A common theme was students dropping off.

Dean will be sending our current membership numbers.

* Lapsed Membership Campaign: Dean will be preparing for this in the next month.

**Leadership Development** – Karen Renaud

**Region V Leadership Academy** - Crystal Paul

Meeting at the Region V Symposium, will be redoing the curriculum for the 2022-2023 year.

**Region V and National Update** – Jean Bauer

Regional director removal concerns.

Susie Zanto? Montana, Karen Griffin took a copy of the bylaws. Voting in the membership can only be done at the annual JAM, so voting in January cannot happen. It’s been stated by National that there will not be a vote in January. It’s on the executive committee minutes that concluded in September.

Montana is putting in an action for a cease and desist?

National – Leg Symposium. October 25/26th. Some of the offices are not doing in person visits, so they will be virtual. There is a virtual attendee portion – MN has 2 participants that will be doing virtual and not in person. The info from any bills/workforce/infrastructure hasn’t been fully released yet.

**Area Director’s Report**

* SE Area – Brenda Tomanek
* SW Area – OPEN **Rita Miller from MN West Technical college has agreed to be either Senior or Junior another year.**
* NW /Central Area – Danielle Ashcroft: No Updates
* NE Area – OPEN
* Metro Area- Tori Contreras/Austin Korczak
  + Scientific Assembly October 19 @ The Lab Brewery
    - Identified speakers for January SA, and currently working on March. On track for everything thus far.
  + Zoom meetings

* Developing Professional Chair- Kristyn Carson **Not on the call**
  + Ascending Professional –Mariah Witt **Not on the call**

**Government Affairs – ASCLS Minnesota/ASCLS Region V/ National** – Donna Showers & Donna Spannaus-Martin

Leg Symposium Oct 25/26, there are approximately 6 attendees from MN that are registered

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**Clinical Laboratory Collaborative Updates** –Crystal Paul

* CLC Registration Software – Charlotte Romain:

Online Registration with Cvent contract is up in December. So we either need to sign a new contract or find a new vendor. Charlotte has received a few proposals from other companies

Cvent is the most expensive – they are a huge company. ASCLS national uses them for their national meeting only. For CLEC and ELMC2 they use a different company.

Unsure if the discussion/decision needs to be made by ASCLS or if it needs to be made at the first CLC meeting.

Next question is whether we do the hybrid or all in-person.

Cindy asked if we could get on National’s contract. ASCLS is hosting a webinar to share their experience on doing hybrid meetings on October 12th at 7pm (info on the open forum/community page)

All of these options would allow us to do the type of hybrid meeting we had in 2021. (Registration and virtual event)

1st bid: Expo; slightly lower than Cvent ~$7,000/year (500 registrations)

2nd bid: Results Direct (national uses this for CLEC), pricing is much better. (500 registrations/ 1 event) $750 licensing fee, $2,500 license/year for 500 registrations. They have add-ons like being able to link things into social media, interactive Q&A session.

3rd bid: ID lume, live meeting only with no virtual component = very inexpensive. Online Reg only = $115/month but only pay for ~ January – April when you need to use it. No contract?

With just using Zoom, we would need A LOT of tech savvy people.

*We also have to decide what Hybrid means to us. If we’re doing in-person AND hybrid, we’ll likely need to record the live talks and have AV doing Camera stuff.*

Jenna is able to create a locked website that you require a password to enter. This would be able to house the different Zoom links if we decided to use Zoom only.

* CLC 2023: Jean Bauer

Sue and Jean went to Mankato yesterday (9/29). We previously signed a contract with Mankato but ending up pulling out due to a contracting issue with Rochester. Jean was able to keep in contact with the event coordinator and Mankato has had an event center makeover; now the Mayo Civic Center.

Pricing: Banquet hall, keynotes, 4 breakout rooms, storage room, vendor hall. They gave us some discounts and city center grant. The total *with* AV (stage, podium, audio and screen): $11,250 – Deposit would be $3,000

Pricing for 2 days and should be able to facilitate all of the numbers of people that would attend. Nice facility and very welcoming.

Date choices:

*Jean to send out a poll on the dates.*

~~3/6-3/8~~

~~3/14-3/16~~

4/11-4/13: Committee decided

Hotel: Attached hotel which is currently being remodeled and expanded. Attached to a ramp. The Loose Moose (for social event with Vendors). Can give us a private area for 150 people. Saloon itself can handle about 300. Depending on the dates we might be able to have live music. Food/drink can be handled.

Region V Symposium will be held there for 2022.

***Motion by Donna, 2nd by Jenna – 8 votes for yes. Motion passes at 1949.***

**Scholarship Committee** – Lorna Ruskin

Lorna has been on this committee for ~7 years. She is hoping to have someone else take over this position. Donna sent out

**Scientific Assembly –**

* Scientific Assembly Group Chair – Jeremy Angell
* Laboratory Admin/Consulting/QA/Accreditation/Industry – Sue Iddings
* Microbiology/Public Health – Kristy Connors
* Education – Lorna Ruskin
* Chemistry/Urinalysis – Kenneth Buesgens
* Hematology/Coagulation –
* Immuno/Immunohematology – Renee Burke
* Phlebotomy – Jeremy Angell
* Molecular Diagnostics – Charlotte Romain

**New Business:**

Central storage location for historical SA documents

Cindy Johnson plugging the ELMC2 January 14/15 – 2022.

**Meeting Adjourn**

Motion to adjourn made by Crystal, 2nd by Dean. Motion passes at 20:05

Respectfully submitted,

Crystal Paul

ASCLS-MN Secretary