

*American Society for Clinical Laboratory Science
California*

Board of Directors Meeting Agenda

Happy Memorial Day!

Monday May 25th 2020 6:00pm-correction 6:30pm

1) Call to order @ 6:40 pm

- Justin, Ramona, May, Justine, Amanda

2) Standing Business

A. State Meeting (Plan for virtual meeting in Fall?)

I. Need to pick a date

- Agreed on Fall, October 10th & 11th

II. Develop outline for meeting; schedule, day, time, format

- Will reach out to National to ask for help and ideas on how to plan a virtual meeting, as this is all new to everyone.

III. Make outreach to original speakers for new date to check availability

Speakers : Jim F, Ketevan G, Nina K, Alma C, Abbot)

- Justin reach out to Jim F and Cathy . Amanda to Alma, Abott, Ketevan. Brystal to reach out to Nina K to check if October 10 & 11th available for virtual meeting. Details to come later

IV. Include this information in our newsletter

- Will include section that meeting is rescheduled for fall as virtual meeting. Details to come.

V. Zoom account?

- Did not discuss.

B. Newsletter

I. Release newsletter by Monday June 1st

- Amanda will work to submit no later than June 8th 2020.

II. Include a leadership roster section to introduce ourselves, pictures?

- All agreed and liked the idea.

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III. Include section for update on our State Meeting

- Discussed above

V. What information for National meeting to tell members?

- Small sentence with reminder of National meeting early registration deadline.

V. Outline for Newsletter : Podcast, Masters CLS, CLEC, COVID19, Leadership roster, State meeting update, National meeting info.

- All agreed and approved.

C. Bylaws (Ramona give update)

- Add information to store all documents in google drive?
- This is should not be part of the bylaws will adopt in later section of meeting.

D. 2021 Roster / Positions –(submitted. Include in Newsletter)

President – Justin Hannenberg

President elect - Amanda Fulton

Treasurer – Ramona Fox

Secretary – Brystal Romero

Ascending professional - Andy Cora

Developing professional – David Banes

Director #1 – May Orf

Director #2 – Justine Coyle

Director # 3 - Josh Pulido

- All approved and agreed with 2021 leadership roster

3. New Business

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A. National Meeting (June 28 – July 2)

I. Who is attending?

- Justin, May, Justine, Ramona, Amanda, don't know If Brystal will attend will reach out in email.

II. House of delegates

- Justin, May, Amanda, Justine, and Ramona agreed to attend HOD on Thursday July 2nd form 9-1pm PST.

III. Submit House of delegates to National

- Amanda will ask National how many spots California receives for HOD, and then will submit list by due date which is June 1st 2020.

V. Funds allocated for members to attend?

- Justin motioned for ASCLS California to pay for \$75.00 towards each persons meeting registration who attends House of delegates on July 2nd, which is six people, giving a total of \$450.00 spent by state. Ramona seconded, motion passed.

B. Review year activities for submission to National House of delegates report.

- Oktoberfest, new website, state meeting, new leadership members, bylaws, **anything else?** Need Brystal or Ramona to help.
- Justin added new state logo. Will add this to HOD report. Ramona will send past years reports for help to model for submission for 2020.

C. Adopt policy to store any important information in google docs.

- board reports, newsletters, rosters, minutes, agendas, call for nominations.
- Ramona made a motion to store all pertinent state information on the google drive for the ASCLS California gmail account. Justin seconded, motion passed.
- Work to submit all past information to drive before September.
- Will submit all information for 2019 -2020, and will ask Brystal if she has older years information to upload. If not, we will just worry about 2019-2020. May Orf might be willing to help organize the google drive.

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D. Next Meeting?

- **Monday June 22nd 2020 @6:30pm**
- **Meeting adjourned at 7:35pm**