

WI-CLMA Board Meeting Agenda

December 8, 2008

11:00 AM

Board of Directors Meeting

Members in attendance: President Gary Rogaczewski, Cindy Chapell, Dave Sehloff, Diane St. Aubin, Angela Mack, and Travis Hayden

Meeting called to order at 11:02 by Gary Rogaczewski.

1. Approval of minutes

- a. September 10, 2008, Board meeting minutes
- b. September 11, 2008, Annual Membership meeting minutes.

Motion to approve both sets of minutes by Dianne St. Aubin, and second Dave Sehloff

2. Committee Reports

a. Programs (Dave)

1. Update on spring meeting. Date set for March 12th and 13th in Wisconsin Dells.
2. Gary will provide a short program regarding information from CCL at spring meeting. The 20-30 minute power point presentation will provide more information regarding the new due structure from the CLMA organization.

b. Membership (Gary)

1. Current membership 146
2. Recognition of long term members for 2009: 1 25-year recipient, 4 ten-year recipients. 11-12 5 year recipients. One member celebrating 25th anniversary will be offered free registration to spring meeting.
3. New members: A number of new members have joined the Wisconsin chapter. They have all received an email or letter of welcome from Gary. These individuals are: Betsy Hoehne (ThedaCare Laboratory); Dawn Finch (St. Michael's Hospital); Ginger Auchter (Kelly Scientific); Amy Brown (ACL Laboratories); and Jennifer Kryzyanowski (Consultants Laboratory).
4. Member recruitment: Discussion to invite educators at reduced or free enrollment for the spring conference. Gary will send out letters to educators to gauge interest in attending.

c. Sponsorship (Dave)

1. Vendor displays. Board members in agreement with recommendations made at fall meeting on table size and electrical requirements.

2. Strategic planning/ Sponsorship guidelines. Roche is interested in attending/sponsoring.

A) Cost of sponsorship Minimum cost of \$500.00, this will include a table, electrical if needed, and one vendor representative. \$250.00 for each addition representative from vendor. Maximum of two vendor representatives.

d. Scholarship (Gary)

1. Planning for 2009 Scholarships. Dolly Burdick will develop form to help critique and rank applicants.

e. Website (Dianne) There has been some struggles in reaching Brian, and requests made to update and change website are moving slowly. New By-laws and strategic plan should be updated on the website.

3. Old Business

a. Status of Board members and elections: March meeting we need applicants for one additional board member.

b. ASCLS Follow-up: Booth rental would be \$550 for the conference in April. Location is Appleton WI. Due to budgetary reasons the decision was made to forgo booth rental for this year.

4. New Business

a. 2009 Budget preparation: Board members reviewed budget information, which was sent by Gary. Discussion about various line items carried forward. Board agreed to review suggested changes from Gary and meet via phone for other changes to budget and finalize 2009 budget.

b. 2009 strategic plan: Education is one of primary objectives, membership recruitment/retention. Communication with members via website. Corrlaboration with Regional chapters for meetings. How to mix regional meeting without hurting local chapter. Leadership of chapter revised job descriptions for board members. Financial audit has not been done this year. Suggestions for people to perform review. HealthCare Policy has no activity for budgetary items.

c. Chapter Success Standards: Gary would like to see chapter apply for chapter education award from national.

Motion to adjourn by Dianne St. Aubin, seconded by Dave Sehloff.

Submitted by Travis Hayden MT(ASCP)