

**ASCLS-New Mexico Meeting
March 15, 2008**

Location: UNM HSSB
Commenced: 10:40 am
Current Members: 33 (+1)

Attendees:

Pam Owens (Acting President)
Margaret Alba
Nicolette Dumas
Monique Gonzales
Stella Parker
April Davis
Joleen Welborn
Cornelia Ramirez
Johanny Martinez
Charles Faingnaert

Treasurer's Report:

Account Balance: ~\$10,000
Paid Out (*since last meeting*): \$0
Deposited (*since last meeting*): \$0

OLD BUSINESS:

(blue text = updated information) (green text = new information under existing topic)

- Student/Young Professional Recruitment (POCs: Nicolette Dumas, Monique Gonzales, Charles Faingnaert) STATUS: **OPEN**
 - Combine student and young professional PowerPoint (Nicolette and Monique)
 - **Presentation completed**
 - Redo ASCLS Student Forum brochure to include info for young professionals (Charles)
 - **Brochure completed. Cost was \$90.59 for 50 copies with a student discount.**
 - Plan for presentations to UNM and CNM
 - **Nicolette presented to CNM on March 11th and received a good response**
 - **Presentation for UNM has been scheduled for April 4th**
 - ASCLS-New Mexico will pay half the membership dues for new members and students over the next year or so
 - **Charles completed instructions for filling out the application**
 - **Non-MT degreed laboratorians (those with degrees in Biology, Microbiology, etc.) *can* be members of ASCLS and therefore targeted for recruitment**
- Internet (POC: Charles Faingnaert) STATUS: **OPEN**
 - Update website
 - **Official website is about 80% complete. Charles showed the webpages to some members after the meeting and received feedback. He will notify everyone when the webpages are published.**
 - **The ASCLS website has changed our link from <http://www.zianet.com/g-man/> to <http://ascls-newmexico.org>**
 - **Registered site with both Google and Yahoo! search engines**

- E-mail addresses (xxx@ascls-newmexico.org) have been created for: president, treasurer, webmaster, P.A.C.E. (pace), and symposium committee chair (scc). These are what will be presented on the website and will help add continuity to the organization as new officers and board members take over.
 - Charles will look into creating listservs. This will help get information out on events like the Fall Symposium and add some continuity between members.
- Activation Letter (POC: Pam Owens) STATUS: **OPEN**
 - Pam will compile an e-mail list and mail out letters
 - Pam is waiting to send out the activation letters so she can include information for members to vote on officially changing to the organization's name from NMSCLS to ASCLS-New Mexico
- Fall Symposium (POC: Lee Danielson) STATUS: **OPEN**
 - Lee Danielson is the Symposium Committee Chair. She may be contacted at Ldanielson@salud.unm.edu with questions and ideas for guest speakers.
 - Once again, the Fall Symposium is October 30-31 at the UNM Continuing Education Center. Details will be posted on the website as they become available.
 - The attendees generated ideas for possible speakers, covering a wide range of topics
 - A possible timeline was discussed:
 - June – Start Symposium Committee meetings
 - July – Target guest speakers
 - August – Set up catering
 - September 21st – Complete brochure
 - September 23rd – Print brochure
 - September 30th – Mass mailing of brochure
- State Registration (POC: Pam Owens) STATUS: **OPEN**
 - Register with state as a non-profit organization
 - Check if taxes need to be paid on current account balance
- Bylaws (POC: Pam Owens) STATUS: **OPEN**
 - Pam will work with the ASCLS Bylaws Committee to update our bylaws
- Physical Address (POC: Pam Owens) STATUS: **HOLD**
 - [Getting a P.O. Box for our physical address is on hold until we get further along](#)
- 2008 Legislative Symposium (POC: Charles Faingnaert) STATUS: **OPEN**
 - [Charles will present a summary of what happens at Leg Day at the next meeting](#)

NEW BUSINESS:

- The open board positions were advertised
 - Kelly Townsend volunteered to be the Awards Chair
 - Nicolette Dumas volunteered to be the Membership Development Chair
 - Monique Gonzales volunteered to be the First Year Professional Representative
 - The open positions are: Acting Secretary, Acting Nominations Chair, Regional Board Members (North, South, Albuquerque), Leadership Development Chair, Scholarship Chair, Bylaws Chair, NMLPW Chair, Government Liaison
- Organizations represented at the meeting discussed what they were doing for NMLPW 2008

Concluded: 11:30 am

The next meeting will be held at UNM (HSSB, Room 166) on Saturday, April 5th, at 10:30 am. HSSB is building 266, located across from the Medical Center Library, and at the intersection of Stanford Drive and Marble Avenue. Room 166 is halfway down the long hallway on the right when walking through the main double doors. Parking is available at the large medical parking lot long Tucker Road (off of Stanford Drive). No parking permit is required on the weekends. Please do not park in the reserved parking spaces. ***If the front door to the building is locked, please be patient until someone with a key arrives.***

The Acting President approved these minutes on March 27, 2008.

///SIGNED///
Charles L. Faingnaert
ASCLS Student Member