



Kansas City

**CLMA**

THE RESOURCE FOR LABORATORY PROFESSIONALS

**KC CLMA  
BOD Minutes**

**Thursday December 17, 2009**

**Beckman Vision Center 3:00**

Attendees: Barb, Nancy, Dawn, Terry, Connie, Holly, Katie, Vicki, Pet, Deb, Natasha, Shirley, Kathy Visitor : Amy

Agenda Item	Previous Discussion/Action Item	Follow-up/Discussion	Responsible Party
Call to Order @ 3:27 pm		n/a	Connie
Approval of the Sept KC CLMA Board Meeting minutes	Dawn moved to approve the Sept. minutes Terry 2 <sup>nd</sup> the motion	n/a	All
Patchwork April 14-16, 2010 W-F Downtown Marriott	<ul style="list-style-type: none"> <li>• Update</li> </ul>	<ul style="list-style-type: none"> <li>• 75% of speakers spots filled</li> <li>• 10 vendors</li> </ul>	Holly/Barb
Officers Discussion	<ul style="list-style-type: none"> <li>• Position Descriptions.</li> <li>• <b>Kathy</b> to remove the Legislative liaison position description and replace it with the Ad Hoc position description, and make each description its own document to track revisions. <b>Completed</b></li> <li>• Transition Checklists <ul style="list-style-type: none"> <li>○ <b>Deb</b> to create new transition checklist for new position (GPS, Legislative, Safety, POC). - <b>Completed</b></li> </ul> </li> </ul> <p><b>2009 Annual Schedule of Events</b></p> <ul style="list-style-type: none"> <li>• December BOD meeting ✓</li> <li>• December newsletter published ✓</li> <li>• Budget approval- <b>Barb</b> to send out reminder email</li> <li>• Select and award ThinkLab Scholarships ✓</li> </ul>	<p><b>Carryover to Jan '10 BOD</b></p> <ul style="list-style-type: none"> <li>• BOD terms: Make correction to Deb's term.</li> <li>• <b>Natasha</b> to streamline document; <b>Review</b> changes for BOD terms</li> </ul> <ul style="list-style-type: none"> <li>• Review of achievements related to previous year's goals and objectives</li> <li>• Initiate planning for Strategic Planning/BOD Orientation meeting</li> </ul>	All

Committee Assignments	<ul style="list-style-type: none"> <li>• <b>Membership</b> <ul style="list-style-type: none"> <li>▪ <b>BOD- Lapsed members contacted?</b></li> <li>▪ Current membership #</li> <li>▪ <b>Membership committee</b> : submit a list of visitors after every education meeting to Jason Harbonic (National)</li> </ul> </li> <li>• <b>Education</b> <ul style="list-style-type: none"> <li>○ Jan. 2010- @ Research – ISO</li> </ul> </li> <li>• <b>POCT</b>  <b>Pet</b> to contact Terry Aldrige, Tina Rodriguez, and Diane Burford to determine their interest in helping with future meetings.</li> </ul>	<ul style="list-style-type: none"> <li>- Kathy and Katie contacted</li> <li>- Current membership =83</li> <li>- Feb/Mar – CLIA Personnel Guidelines @ Providence</li> <li>- No POC update</li> </ul>	<p>Pet</p> <p>Katie</p> <p>Pet</p>
New Board Member Mentoring Assignments	<ul style="list-style-type: none"> <li>• <b>Pet</b> to contact Terry Aldrige and ask her to attend the Dec. BOD meeting.</li> </ul>	<ul style="list-style-type: none"> <li>• No update</li> </ul>	All
Objectives for 2009-10/Chapter Success Standards	<ul style="list-style-type: none"> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Connie, Carla, Natasha, and Kathy</b> to review the Chapter Success Standards</li> </ul>	All
Committee Planning Updates/Transition Plans	1) <b>Education</b>	Early Check In/Assignments for next meeting Jan: Dawn	Katie
	2) <b>Finance</b> <ul style="list-style-type: none"> <li>• <b>Deb</b> will attend the 2010 capital hill fly in.</li> <li>• 2010 Budget Submission:</li> </ul>	<ul style="list-style-type: none"> <li>- <b>All:</b> Get 2010 budget submissions to Barb for approval</li> </ul>	All
Old Business	<ul style="list-style-type: none"> <li>• ThinkLab Scholarship recipients announced at the December education meeting</li> <li>• <b>Carla</b> asked the BOD to consider an event to attract new members to CLMA at Patchwork</li> <li>• <b>Barry</b> suggested a “Wheel of Fortune” with one spot being a free membership</li> </ul>	<ul style="list-style-type: none"> <li>• Chris Scarpino and Terri Johnson were the winners</li> <li>• Patchwork discussion postponed to Jan ’10 BOD meeting</li> </ul>	<p>Holly/All</p> <p>Carla</p>
New Business	<b>Vickie</b> and KU are considering hosting the Mayo Customer Service 8 hr meeting. There were some questions raised as to who could participate (must be Mayo customers?). Vickie will get more info before the Jan ’10 BOD meeting.		
Adjournment—Next Board Meeting	Next meeting 1/28/09 @ Wild Bill’s (Legend’s shopping area) <ul style="list-style-type: none"> <li>• The meeting was adjourned at 4:00</li> </ul>		