Southern Association of Forensic Scientists – Executive Board Meeting

Meeting Minutes

July 11, 2023

Present: President Allison Galassie; President-Elect Amanda Venable; Treasurer
                                                Tanja Kopp; Secretary Karlie McManaman; Members-at-Large Laura
                                                Lawrence, April Brown, Sara Roper, Meredith Lanford

Next Meeting: TBD

Meeting called to order at 12:01pm, meeting adjourned at 12:55pm

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1. Acceptance of April 24, 2023 Board Meeting Minutes
2. 2023 Annual Meeting Summary
   - Took a $14k loss – did not get as many attendees as planned
     i. Testimony workshop did well
     ii. ANAB workshop broke even
     iii. SAFS (organization) paid for swag, banquet, hospitality suite, some travel to cover the loss specific to the meeting
     iv. Kristen has financial breakdown in a spreadsheet – will find a place to store for future Board access
   - Biggest feedback was being too far from an airport
3. Admin Rules Updates
   - Waiting for approval of Bylaws (only got 39/50 votes in first poll), then we can vote on changes to Admin Rules at September meeting
4. SWGDRUG Representative
   - SWGDRUG asked Melissa Hehir to be the SAFS rep - she is not currently a member but has a pending application
   - Previous rep was Chris Matchett, Board was not aware, we have not been active with SWGDRUG
5. ABC Communications
   - Erin Tracy is current rep – she has asked for more ABC communications to SAFS members. We did not send latest request to membership because we had sent so many emails recently – they get filtered into spam and we're afraid people won't read SAFS emails if we send too many additional emails.
   - Will continue to post updates on the website
6. Ed Rhodes Scholarship
   - No application schedule yet
     i. ABC stopping testing while they transition to electronic exams
     ii. Will post all scholarships in the fall, with caveat about dates for Ed Rhodes depending on ABC scheduling
   - Allison asked ABC about hosting an exam at the next SAFS meeting – if they go electronic, we will likely not host exams anymore
   - Waiting to hear from ABC Board if testing fees will change when they're electronic

- Will require personal statements for scholarship applications – Awards Committee Chair will weed them out for those that meet minimum criteria, then pass them to the Board for selection
    i. Need to confirm that current Awards Committee Chair (Tiffany) wants to stay
7. TER Committee
- Amber Carroll and Bianca Fulks reached out to say they want to join committees
- Will reach out to membership asking for more volunteers
8. 2024 Annual Meeting Update
- April & Allison planning, waiting on hotel and vendor costs
- $25k food & beverage minimum again, costs looks comparable to Gulf Shores
- Need workshop ideas
- Need to decide if breaks should be in vendor room, depends on how long they want to be there
    i. Allison & April will be sending info to vendors as early as possible
- Planning to open registration at beginning of the year – early, then regular, then late registration timeframes
9. Open Floor
- Future meetings:
    i. Kristen & Tanja will chair 2025 meeting in Jacksonville
    ii. Allison will chair 2026 meeting in Greenville
    iii. Kristen & Tanja will chair 2027 meeting in Savannah (or Hilton Head)
    iv. Federal per diem rate is an issue in most hotels, may have to take that restriction off in order to get more hotels to bid
- Kristen sat in on AAFS regional committee
    i. Each regional group gets $750 every 4 years – fill out form saying what we'll use it for (e.g. workshop presenter, webinars, etc.)
        1. We're up next year, form is due in December
    ii. All other organizations bought their own projectors and other AV materials – AV cost $14k at last meeting so this could be a good cost saver
        1. Allison will look into options today on Amazon Prime deals and get with Tanja to order 3 projectors
- MAFS wants to partner with another organization at a future meeting (2026 or 2027)
    i. We would run meeting and make money off of their member attendance
- Adding Laura to bank accounts so when Kristen retires we'll still have a second person on the accounts