

Southern Association of Forensic Scientists – Executive Board Meeting

Meeting Minutes

April 22, 2024 – Chattanooga, TN

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

Next Meeting: TBD

Meeting called to order at 4:41pm, meeting adjourned at 5:52pm

- 2024 Chattanooga Meeting:
 - Need someone to help proctor ABC exams on Wednesday morning and afternoon – someone from registration desk will sit in.
 - Hospitality suite is in the Presidential Suite on the 5th floor – run by Ollis's.
 - New members get a badge reel at business meeting
 - Laura in charge of Instagram but welcomes help
 - For future meetings: need to say we will keep processing fee on refunded meeting registrations (Stripe fee is ~3% and cost ~\$40 on one cancellation).
 - May not reach quorum: we have 22 members registered but they may not all be at the business meeting. Be prepared to call other members.
 - Treasurer: bought 3 projectors and screens for this meeting – we need to set them up in the workshop rooms
 - Are Board members allowed to win raffles? Yes – can ask vendors to draw.
- Future meetings:
 - Jacksonville (Hyatt) – May 5-9, 2025 – Kristen and Tanja will host, Marissa wants to help
 - Greenville (Embassy) – April 13-17, 2026 – Allison will host, needs help
 - Cook-to-order breakfast and happy hour drinks included, on a golf course
 - Hilton Head (boutique hotel) - April 26-30, 2027 – Kristen and Tanja will host
 - On a privately owned beach, smaller hotel with one meeting room upstairs (not ADA compliant) so we'll need to be mindful when scheduling. Locking in cheaper rates now but they are remodeling.
 - Only has 4 meeting rooms so we will have to rethink structure of meeting (cannot have as many workshops at same time). Will survey members to see what they want the most.
 - Hard for small groups in big cities/big hotels because the F&B minimum is at least \$50k, which we cannot meet.
 - Hospitality suites are also harder to get due to hotel liability. Jacksonville is only allowing a room w/o alcohol (people can BYOB but we can't serve), and Greenville will be in a regular hotel room.
 - Continue to pursue possible joint meetings in the future. MAFS not interested, but maybe MAAFS if we go to KY, WV, or VA

- Will reach out to vendors to see when they want us to contact them – last year they said we were too late, this year was so early some of them forgot.