

## Southern Association of Forensic Scientists – Executive Board Meeting

### Meeting Minutes

July 23, 2024 – virtual (Teams)

**Present:** President Amanda Venable; Treasurer Laura Lawrence; Secretary Karlie McManaman; President-Elect Tanja Kopp; Past-President Allison Galassie; Members-at-Large Erin Tracy, and Collin Shuford

**Next Meeting:** TBD

Meeting called to order at 12:00pm, meeting adjourned at 1:02pm

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- Acceptance of prior Board Meeting Minutes – available in Teams channel right after meetings and added to website shortly after
  - Note: Business meeting minutes were updated w/ more details about bank accounts so Truist would add Laura, and added Emily Wood to new member list (accidentally left off)
- 2024 Annual Meeting Summary
  - Vendor survey (1 response): generally positive feedback but wanted more time with attendees
  - Attendee survey (8 responses):
    - liked charging for individual workshops vs one big price
    - Workshops: structural elucidation workshop did not cover what people expected, GCIR info seemed out-of-date; people liked the Agilent workshop, the testimony workshop, and the resiliency plenary session
    - Business meeting needed better agenda
    - Concern about status of bank accounts
    - Lunch breaks too long, made day too long
    - Want a meeting theme
    - Want structure for discipline breakouts
  - Budget:
    - Incoming: \$69,435.00 (for 74 attendees/speakers)
    - Expenses: \$66,264.66
    - Still waiting for \$750 from RAC (?)
    - All workshops made money
  - Will consider QR code surveys passed out in the meeting rooms after workshops at next meeting – offer small gift cards or challenge coins in a raffle for people who turn theirs in before the business meeting
  - Other feedback: sell t-shirts or challenge coins to go with theme (pre-order at registration), make business meeting agenda shorter/separate out lunch so people don't skip because it seems too long, promote breakout sessions as a Bring Your Own Slides time – send ideas to add to rough agenda ahead of time
- 2025 Annual Meeting Update – Tanja
  - No new updates since April meeting
  - No need to do Board meeting in Jacksonville prior to annual meeting – no big Board agenda, doesn't make sense financially

- Need to brainstorm theme ideas
- 2028 Meeting – MAAFS?
  - Amanda and Erin both emailed MAAFS Board members who responded w/ interest – they’ll get back to us with more info and agenda ideas based on their next joint meeting with NEAFS
- TER Committee
  - They contacted schools to try to get student participation in Chattanooga – didn’t pan out but good attempt. Need to continue that outreach.
  - Allison presented multiple ideas for the committee but there wasn’t much movement
  - Want to have Board member chair it to get them started and help them bring ideas back to the Board – Erin will chair
  - Rachael Looney also interested in joining
- Communication and Awards Committee
  - No update to committee members. If we start getting applicants for awards we may need to add more members.
  - Applications go to the committee chair email address, which is likely not being checked. Will redirect, along with TER emails, to Secretary to disperse.
- Other Committees
  - Need to get in touch with Mike Healy about the Historical Committee – he plans to come to Jacksonville.
- Website update
  - Updated Board, added minutes and presentations from meeting, added “request to change membership” option, new pictures and news on homepage.
  - Will ask webmaster to update retirement form with option to provide new email.
- Open Floor
  - Members with unpaid dues who want back in:
    - Katina Robbins & Nancy Ludwigsen (removed in 2023), and Lonnie Ginsberg (removed in 2024) for “multiple years of unpaid dues”
    - Bylaws suggest that they reapply for membership, or other option approved by the Board.
    - Two years of unpaid dues cost \$75 this year.
    - For Board to consider and vote: charge them \$100 to reinstate their membership, or have them reapply (to include attending another meeting).