

## Southern Association of Forensic Scientists – Executive Board Meeting

### Meeting Minutes

February 7, 2025 – virtual (Teams)

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

**Next Meeting:** April 11<sup>th</sup> @ 11am

Meeting called to order at 12:02pm, meeting adjourned at 12:28pm

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- Jacksonville Meeting update – Tanja
  - 6 paid vendors so far (Agilent, Foster+Freeman, Tecan, Thermo, Waters, and Versaterm)
  - Registration will go live this weekend:
    - Early registration = \$550 for members, \$650 for non-members
      - Increases to \$650/\$750 on March 15, open through April 18
    - \$200/half-day workshops, \$400/full-day workshops for members; \$250/\$500 for non-members
      - Lunch included in full day workshops
    - Breakfast included every day
    - \$25 for students for plenary and breakfast on Tuesday
  - Plenary set: secret guest speakers
  - Fun activities planned: dinner and a baseball game (Jacksonville Jumbo Shrimp) on Tuesday night (additional costs), banquet Thursday
  - No traditional hospitality suite: only non-alcoholic beverages and snacks allowed by hotel contract; BYOB from the bar
  - Board meeting will be Monday – will do virtually to include Erin and Karlie
  - ABC exams will be on paper, all exams open (except field test of seized drug analysis)
    - Will add to agenda on registration form so people don't accidentally register for a workshop if taking the exam
- Applications – Amanda
  - Membership applications are rolling in
  - No scholarship applications
- Karlie will draft email to go out Monday announcing meeting registration, reminder to apply for scholarships
- Travel reimbursement note – Laura
  - Submit form through website. It says PayPal is an option but it's not (requested that option to be removed from the site). Paper checks will be mailed.
- Will meet again before Jacksonville