

Southern Association of Forensic Scientists – Executive Board Meeting

Meeting Minutes

February 28, 2025 – virtual (Teams)

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

Next Meeting: April 11th @ 11am

Meeting called to order at 11:30am, meeting adjourned at 12:29pm

- Ethics Committee updates - Amanda
 - Unanimous vote to change Admin Rules to allow President to change committee members if a conflict of interest is identified
 - Toni Broome (no longer a member) will be replaced, waiting to hear back from prior Board members to fill her spot
 - Reached out to Lynn Black to serve as Chairperson for current complaint – waiting to hear back from her and/or other members to fill current committee
- Updates to Bylaws
 - Chapter 3, Section 4, A. 1) – Ethics Committee
 - Change last sentence to allow Chairperson or President or designee to appoint new people if conflict of interest is identified
 - “Up to” six members, only one required Board member
 - Remove two-year term requirements
 - Change “Section Coordinator” to discipline member - optional, as needed
 - Previous considerations for next changes to Bylaws:
 - Decrease required number of members in committees
 - Ethics – covered above
 - Audit – decided to leave as is
 - Membership – additional members as needed (generally not needed)
 - Remove sentence in Section 4, A. which requires at least three members
 - TER – match verbiage from Admin Rules: minimum of three members with at least one from the previous year’s committee. Change requirement of “no two members from same section” to “at least two disciplines should be represented.”
 - Remove Robert’s Rules – decided to leave as is
 - Voting on new members twice per year, Board vote instead of entire membership
 - Will change to biannual voting by Board, to allow more applicants to become members prior to the Annual Meeting (i.e. get member pricing and vote during Business Meeting)

- Board will vote at meeting first night of Annual Meeting and approximately 6 months prior
 - Will put application deadlines in Admin Rules
 - List of applicants still presented to membership prior to vote
- Communication & Awards Committee – Laura
 - We used to issue certificates and awards to Board members and Workshop, Program, and Social Chairs – do we want to bring those back?
 - Board members decided we don't need anything, but we should bring back awards for Chairs
 - Need to track past Chairs
- Draft of proposed changes to Bylaws will be typed up and emailed to Board for review (Karlie will attempt by next Thursday, which is 60 days before the Annual Meeting). Board members will review prior to sending to members at least 30 days before the Annual Meeting.