

KABB BOARD MEETING MINUTES
FALL MEETING
NATURAL BRIDGE STATE PARK
September 19, 2003

- I. **Call to Order:** Meeting was called to order at 7:00 P.M. Members present included Liz Schweitzer, Kandi Meredith, Danny Thacker, Karla Slagle, Jelana Lewis, Sharon Noble and Donna Ratliff.
- II. **Review/Approval of Previous Minutes:** Meeting minutes from Spring Board of Directors Meeting and General Business Meeting March 25th and 26th 2003 were reviewed. Motion was made to accept minutes. Motion was second and the meeting minutes were accepted.
- III. **KABB Guidelines:** We seem to have two different types of Guidelines for the organization. One is for the Meeting and one is for Board of Directors. Liz Schweitzer will perform revision and try to merge into one set of Guidelines, if possible.
- IV. **Membership Directory and CHANNELS:** Terry Diebold has the old Membership Directory taken apart and copied. She will take it to a copying center to see if it can be put into a format so that it can be manipulated and updated for printing. She will also have to order additional stationary, as we are about out of paper and envelopes with the KABB Logo. There has not been a **CHANNELS** published this year. The membership states that, as a benefit of membership, members will receive quarterly publications of the **CHANNELS** newsletter. Liz Schweitzer has agreed to try to put one together as soon as possible. We may want to look at assigning this to one of the Board Members as their responsibility, perhaps it could be done by the Past-President.
- V. **Spring Meeting 2004:** Meeting Scheduled for Tuesday, March 23rd and Wednesday, March 24th 2004, at the Hyatt, in Lexington, Kentucky. The Board of Directors Meeting will take place on Monday, March 22, 2004.
- VI. **Fall Meeting 2004:** The original idea of having the Fall Meeting 2004 at Carter Caves State Park may have to be changed. Carter Caves has a meeting room that holds 90 people. It may be that we do not have a large enough attendance to use their facility. Kandi will discuss this with the person at Carter Caves and may possibly have to change venue to Buckhorn State Park. We are still looking at either September 11, 2004 or September 18, 2004 as the potential date for the meeting.
- VII. **Treasurer's Report:** Danny Thacker presented the Treasurer's Report. A motion was made to accept the report, second, and the report was accepted as written. Danny also informed the Board that he had changed the type of account that the KABB maintained in hopes of reducing our bank charges. The Certificate of Deposit will expire on December 27, 2003 and it will have to be decided if we wish to roll it over for another period of time or do something else with the CD investment.
- VIII. **Representative's Report:** Jelana sent out a letter after the Spring Meeting to the Representatives of the hospital in her region. She sent copies of the invoice to see if we were able to get any response from them, nothing to report as of this meeting.
- IX. **Meeting Speakers/Web Site Update:** The exhibitors for the Spring 2004 Meeting will be there from 12:00 noon on Tuesday, March 23, 2004 until 1:30 pm Wednesday, March 24, 2004.

The eb Site is www.kabb.org.

Renew Domain Name Registration - (expires November 27, 2003)

Renew Web hosting.

A vote was taken to renew the Web Site.

- X. **New Business:** Need assistance with “goodie bags” for Spring Meeting. Asking that each Board Member try to get at least 2 things for the bags. Please try to get at least 100 of each. Can be pens, magnets or anything any company in your area will donate.

The AABB Laboratory Award presented to future winners. The reimbursement will go towards the winner’s AABB Meeting registration and airfare. The amount awarded this year did not have a limit and the Board believes that we need to set a dollar amount for the award.

- XI. **Adjourn:** Meeting was adjourned.