

Association of Medical Laboratory Immunologists
2018 Council Meeting
Scottsdale, AZ

Meeting Agenda

August 16th, 6 PM

- Call to order
- Approval of minutes from last meeting
 - Vijaya motions to approve the 2017 minutes, all in favor
- AMLI Council Reports
 - Good reports
 - a) President's Report – **Vijaya Knight**
 - b) Secretary's Report – **Mary Mayo** (Maggie, can you help with this?)
 - c) Treasurer's Report – **Sara Nandiwada**
- Committee Reports (5 min for each report)
 - a) Membership – **Maggie announces in place of Mary Mayo**
 - New members this year, 8 new of this year
 - Maggie has notebook of reasons for new memberships
 - 103 or 104 of total members about to date
 - Vijaya – how to improve our membership list but also our abmli membership list, it would be useful in addition to degrees
 - Vijaya – put our member list together and see who is part of abmli certification
 - Participants of this meeting – Maggie reporting:
 - 104 registrants, 2 comp regis (106), 1 unpaid registrants, 72 exhibitors!
and also speakers, exhibitors hard to have final number because they get comp passes, 20 speakers, general session room will be more attendance than we have had in a long time (>200 people)
 - b) Scientific Affairs – **Vijaya**
 - c) Finance – **Sara**
 - Went over finance report
 - Meeting income has increased from exhibitors fees/registration

- Total net income is \$110,000
- Meeting expenses has gone up for 2018, a lot attributed from speaker travel, nice speakers this year
- Maggie thinks that the speaker travel will go down for actual 2018, but hotel catering and dinner will go up
- Vijaya: Hoping that we come out even, need to find out how to recruit more members
- Exhibitors, Maggie says we are not getting support as much before because of mergers and acquisitions
- Need to adjust the special/food support (Maggie says extra \$2000 there)
- Overall: Moderate increase in exhibitor meeting registration, decrease in regular and corporate membership dues, significant increase in meeting costs, projected speaker travel expenses
- Wayne: difference in assets is due to meeting time calculations, Vijaya says maybe we should have fiscal year be January until December so that calculations are more accurate
- Vijaya – change our AMLI fiscal year? Look into accounting or check by-laws
- Maggie – thinks we should change by-laws, if there is other things to change (like self-nomination of council members), look into it, most people in favor, send it out to membership for a vote, sooner rather than later
- Maggie – we have some positions to fill, we can talk about that after
- Moon – we are not losing money as opposed to previous years, we are more stable, made some changes
- Vijaya – speakers closer to the venue helps
- Sara – thinks Jan-Dec would be good to track finances, Vijaya will send out an email

d) Nominating – **John Schmitz(for discussion: Councilor, Secretary, President-Elect for 2019. Self nominations for councilor positions)**

- Do have some positions or coming up or open in 2019, councilor, secretary, and president
- Should we ask for self-nominations for councilor positions? Other groups have done this. Include a letter as to why he/she would like to be involved
- Maggie: several people have told her that they wanted to be council members, needs to be expressed officially?
- Vijaya: wants to start the self-nominations, also a change to the by-laws, announce it at the business meeting and then surveymonkey email
- Maggie: allows the council members to get to know some of the members
- Qasim Ansari (Vice President) will be taking on president of 2019, but then we need president-elect

e) Education – **Jeff Rossio**

- CME – **Tony Bakke**

- Tony: gone ahead with ASCP and ASCLS and it's all gone through, dependent on getting program and documentation finished so they can get into institutions, next year would be better for March to have more time
- Volunteers to be on educational committee? Hard to find volunteers, work is more reasonable now, maybe we can recruit more easily now
- Need to make sure there is no commercial bias
- Standards Committee – **Linda Cook**

f) Website – **Jeff Rossio**

- A lot of activities will be going on with the website, tracking educational and professional activities of our members
- Communications a lot going on this year
- Contracted with a new company that will work on the website instead of Jeff doing it, new company will use program **WORD PRESS** that is used to publish the website, took a while to conclude the deal with them, current website moved over to word press took some time
- The nice thing about word press, whoever is responsible for that page can edit the content using normal word processor to input information
- Get feedback from Council on things that need to change
- Videos on the website, contacted company to manage, speaker talks, split screen with person talking and the slide, and it records it all at once, ready to put on website right away
- Live casting is also available if we want to do that for any part of the meeting
- Set up of the podium with a fixed microphone, people cannot move around, otherwise can just put picture
- Two lights on person and fixed microphone, try it this year and see what works
- Maggie: if we post the lectures on the website as soon as they are done, what's to keep people from coming to the meeting? Password protected through members section only though
- Jeff: also adding a payment page for paying dues or registration to do on website
- Maggie: designer sent this website idea, but not functional very flashy, would rather just get to the information.
- Word press can connect to PubMed and give a list of authors and add to the website, list of new publications
- Another option of WordPress is allowing advertisements for vendors, but not sure if we want to go down this route, if vendors would pay?
- Could invite people to write short reviews and display on the website
- Maggie: Mini-courses put on there? What does it take to get CME credits online? Millie: depends on who is accrediting it, ASCLS would be difficult

g) Exhibitor – **Maggie (need volunteers)**

- Exhibitor committee left off program, hasn't been updated since 2016, we need help to get more exhibitors
- We need to get volunteers to recruit people
- What about vendor list for other conferences like AACC or ACR? Lists are very long, but is there a way to contact them?
- Hycor allergy testing, new platform coming out, want to host a session but not have a booth at 2019, should we allow those companies to do that? Give some of these newer companies a chance?
- Maggie: some kind of policy to make mandatory turn-over after 3 years or something, maybe make way for new seminars?
- Dinner seminar? Look into it, one spot for new companies
- Maybe we should test it out next year?

h) Abstract review committee for 2018: **Sevtlana, Wayne, Harry, Maria Willrich, Chelsea**

- All awards have been decided
- Abstracts were commercial and somewhat marginal, we have to have a limit to be submitted
- Limit per company
- People who submit abstract need to attend
- Limit 3 abstracts per place or per author? Need to decide
- Quality of abstracts this year were really poor, heard from several people, need to have standards
- How to get more interesting abstracts from members non-exhibitor people? Recruit educational people to submit their research

• Old Business

- a) Educational activities: Update (**Jeff**). Follow up on posting lectures through the website.
- b) AMLI liaison member to CAP's DIRC committee – Update (**Vijaya**)
- c) 2018 Awards – **Maggie**
 1. Neter Award
 2. Distinguished Service Award
 3. Doctorate Award
 4. Young Investigator Award
 5. Laboratory Scientist Award
 6. Travel Award
 7. Distinguished service award (Council, please send in suggestions)

- New business
 - a) Journal of Immunological Methods – **Mo O’Gorman; special issue of the JIM, status**
 - We sent invitations to 20 people, responses were 10, and 8 were submitted final versions, now in second revision. Some people were very quick with revising, submitting, etc
 - Mo says 11 submitted, 2 pending – review process is the issue for time, taking the longest, hard to find reviewers
 - Moon: also there was trouble with the website, had a hard time submitting,
 - After this meeting, Sara will work with Mo about summary
 - Journal is okay with special issue but tough to find reviewers, also want to find good people
 - Need to be wrapped up in September
 - b) Survey Monkey as a tool for CE/CME – **Jeff/Tony**
 - Surveys with questions for applicable members and report to ASCP and ASCLS
 - Two-dimensional bar-code on their phone to immediately access survey or copy and paste survey on their browser
 - Going to be a lot faster than the paper surveys
 - You have options for yes/no or scale options (like by-law changes)
 - Chip mail connected to survey-monkey with mass emails to ask people to reply
 - c) ABB and collaboration with AMLI (directory of ABMLI diplomates and opportunities to write/review questions) – **Vijaya**
 - There was a press-release that ABMLI involvement will strengthen ABB collaboration
 - Give us a little more lead time and attend writer’s workshop
 - This is why ABMLI member list will help with this aspect
 - d) AMLI and FDA collaboration – **Vijaya**
 - FDA is wanting to partner with organizations that can offer scientific expertise
 - They want to evaluate something that falls into our expertise, could they reach out to experts here
 - Evan has offered to be the contact person
 - e) AMLI partnership with other associations (CIS, ICCS, FOCIS) – **Vijaya**
 - f) Nominations for councilor positions – suggest self nomination from members?
Also need to start considering nominees for elected positions well ahead of time.
 - g) Committee Chairs: Goals and ideas for the 2018-2019 year

- **Decided on Cleveland, Ohio for next meeting 2019!! Got a good deal at Renaissance hotel in Cleveland, everyone voted yes**
- h) 2018 AMLI meeting site – Members asked for suggestions (I'd like to email council before the meeting and make a decision at the council dinner so we can announce at the business meeting)

Adjournment

**AML
OFFICERS
&
COUNCIL**



**Vijaya Knight,
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**Evan Ntrivalas,
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**M. Qasim Ansari,
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**Mary M. Mayo,
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**Sara Nandiwada,
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**Melissa R. Snyder,
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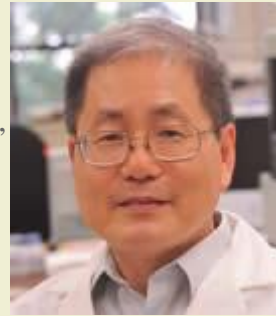
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